

**DRAFT PROCEEDINGS OF THE  
ATLANTIC STATES MARINE FISHERIES COMMISSION  
ATLANTIC COASTAL COOPERATIVE STATISTICS PROGRAM  
COORDINATING COUNCIL**

**Beaufort Hotel  
Beaufort, North Carolina  
Hybrid Meeting**

**October 17, 2024**

These minutes are draft and subject to approval by the Atlantic Coastal Cooperative Statistics Program (ACCSP) Coordinating Council. The Council will review the minutes during its next meeting.

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**ATTENDANCE TO BE FILLED ON A LATER DATE**

The Atlantic Coastal Cooperative Statistics Program Coordinating Council of the Atlantic States Marine Fisheries Commission convened in the Rachel Carson Ballroom via hybrid meeting, in-person and webinar; Tuesday, October 17, 2023, and was called to order at 8:30 a.m. by Chair Jason McNamee.

### **CALL TO ORDER**

CHAIR JASON McNAMEE: Welcome everyone to the Atlantic Coastal Cooperatives Statistics Program Coordinating Council Meeting.

We've got a couple important things on the agenda today, so we'll call this meeting to order and take care of the first couple of items on the agenda here.

### **APPROVAL OF AGENDA**

CHAIR McNAMEE: The first being the agenda. Are there any modifications, edits, deletions to the agenda that anyone would like to make: If you do, please raise your hand. Not seeing any hands around the table, any hands online? Geoff, can I look to you for that?

MR. GEOFF WHITE: You may, and no hands online.

CHAIR McNAMEE: No hands online either, so with that, I will look around the table to see if anybody has any objections to approving the agenda as submitted. Please, raise your hand if you have an objection. Seeing no hands around the table, and assuming no hands online as well. We will consider the agenda approved as submitted by consent.

### **APPROVAL OF PROCEEDINGS**

CHAIR McNAMEE: Next up are the proceedings from the August, 2023 meeting. Are there any edits, deletions, corrections to those proceedings from anyone on the Coordinating Council? Seeing non hands around the table, any hands online? No hands online. I will ask the question again, are there any objections to approving the proceedings as submitted?

Please, raise your hand if you have an objection. No hands around the table, no hands online, we will

consider the proceedings approved by consent as submitted.

### **PUBLIC COMMENT**

CHAIR McNAMEE: Next up we've got public comment. There are a few folks in the room back there, is there anybody that wishes to make a public comment on anything that is not on the agenda?

No seeing any hands in the audience here, anyone online with their hand up? No hands online, either, so we will consider that our public comment period, with that we move on.

### **CONSIDER APPROVAL OF FY2024 ACCSP PROJECT AND ADMINISTRATIVE PROPOSALS FOR FUNDING**

CHAIR McNAMEE: I was just going to move us to our next agenda items, which is Consideration for Approval of the FY2024 ACCSP Project and Administrative Proposals for funding. We've got a presentation that we'll work our way through. Just to give you something to think about. When we start to think about motions and things like that, it might be best to split the motions up, so we've got a couple of buckets here, right? We've got the administrative proposals; we've got maintenance proposals and new proposals. It might be most succinct to tackle those one by one with individual motion. Just be thinking about that as we're going through the presentation here. I think that will keep things orderly when we start to take action on these. With that I will go ahead and turn it over to Geoff first, so Geoff, whenever you're ready.

MR. WHITE: Good morning on this beautiful day in Beaufort. Before I hand it over to Julie for the presentation on the funding, I did want to note there are a few extra dimensions to the funding this year and the options. I wanted to take a moment to frame those, just to make sure that we've covered that.

First, the annual kind of expected funding of 3.5 million is normally split between 75 percent maintenance and 25 percent new. That is really the base funding and approach that was presented to the Operations and Advisors, as they ranked through

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the proposals and that information went through. Another dimension is the unallocated \$250,000 from last year's budget that is currently in the ACCSP Administration budget, ready to be allocated.

The decision on that in a prior Coordinating Council meeting was to maintain flexibility and have the Coordinating Council choose where and how to use those funds. Those were not automatically split to the 75 percent and 25 percent maintenance and new. Those are up for discussion; those other funds are up for discussion.

The Advisors and the Operations Committee were given advice to provide recommendations on how to use those funds, that would be useful to the Coordinating Council, but ultimately the decision on what projects get funded with the unallocated funds is of course up to your discretion and action today. I just wanted to make sure that it was clear. The rankings exist in the order and recommendations that they are.

The unallocated funds, as they come up under the motions, we try to be clear about what comes under base funding, and how the discussion and Coordinating Council wants to decide how to use the unallocated funds. That is a little bit of background on why those recommendations from the Ops and Advisors were framed that way. That was ultimately to maintain the decision making and choice at this body. Julie.

MS. JULIE DEFILIPPI SIMPSON: Good morning, everybody. I am going to be presenting today on behalf of the Operations and Advisory Committees, their recommendations and their rankings. What we wanted to do is start out by showing sort of a comparison between the Operations and the Advisors rankings. This is because we use to present them individually, and then in some recent years we've actually been just presenting the combined rankings. As you know, each person's ranking has an equal weight.

However, as we will talk about later, we have a dearth of advisors right now. Their collective opinion is not as powerful as it used to be. We wanted to

separate it to show you the difference between the two groups in the ranking. We'll start with the maintenance projects here. They are color coated, so the left column is the Operations and the right is the Advisors. The colors will show you the projects that are different. In this case there are only two projects that ranked differently for the maintenance proposals. There was a lot of agreement in the maintenance proposals. For the comparison for the ranking on the new projects there was a lot more difference. I used as many colors as I could find that tried to be different, and hopefully you're not colorblind. This again just shows the difference. One of the things that you can see, however, is that in the partner columns we've colored those green, as the ones that when we combined the rankings are the ones that get funded.

One of the things that you can see is that while there are differences in the rankings, for the most part the majority of the projects that are recommended for ranking do fall into the top, for both groups. Despite their being differences between the groups, and some of the projects falling a little bit lower than other projects. For the most part there is agreement between the two groups.

But we did want to give you the visual of this, so that you could see the difference between the Operations and Advisors. As Geoff mentioned, we usually start with a 3.5 million. There has been a "FINcrease" which is a little bump up, and that has become fairly standard, so we've gone ahead and put that in there now.

That makes it 3.53 million. Then we also have, as Geoff mentioned, the \$250,000 from the 2023 unallocated. That leaves us 3.78 million as the funding available. With the Administrative Grant, seven maintenance proposals and nine new proposals, the total proposed funding was 4.76 million, so obviously we don't have enough money to fund everything.

There are going to have to be some hard decisions made today, and I know that the Operations and Advisors also spent a considerable amount of time and thought in putting together their

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recommendations, because they know that not funding things is always a struggle. We're looking here, and it's called average ranking, but it really isn't an average of the Operations and Advisors. Again, it's a combined ranking of the maintenance projects.

What you can see is that the top six projects are ranked in green and are proposed for funding. Then the Rhode Island project on the Whelk Research Fleet would not be funded, based on the amount of funds available, and also the recommendation of the Operations and Advisory Committees.

Using the 3.53 million, we are going to look at the new projects. The top three projects would be funded or the South Carolina Vessel Project for the Southeast Fisheries Science Center Dockside Biosampling, and then also the Massachusetts Oracle Forms Redesign. Then other proposals that were considered to be very strong, and considered that the Operations and Advisors would like to find funding for, are the Improving Catch in Effort from the Mid-Atlantic Council, and then also the Economic Impact of Rhode Island Fishing Industry.

It was asked to specifically point out that the majority of Operations and Advisory Panel member ranked the economic proposal as high as they possibly could. However, that form has a range for a module that doesn't allow a score above six, whereas biological and catch and effort can have up to a ten. Even being ranked as high as possible, it doesn't come up as high in the rankings. That is one of the reasons they are recommending going out of order. Because there is a lot of pots of money this year, and not enough money to fund everything, we tried to put together a little infographic that tries to explain how the money is being distributed. The yellow boxes represent the recommendations of the Operations and Advisory Committees. At the top you have the 3.53 million, and that gets split into the \$881,000 and the \$293,000 and those go into the maintenance and new proposals respectively. Then there is 2.3 million for the Administrative Grant, and that does include Option 2, which is a Xamarin option, and then there is \$44,000 that does go into the GARFO Overhead.

From the \$250,000 unallocated, \$65,000 of that is recommended to go into the maintenance projects to fully fund that sixth project, and then the remaining would go towards the top three new proposals. Based on what the new proposals get from the 3.53 and the 250, they can fund the top three new proposals.

But then in order to fund those last two that were highlighted in orange, there is only \$130,000 remaining funds, and the recommendation is to try to fund the Mid-Atlantic Council Tilefish and Rhode Island Economic with those remaining funds. I'm just going to walk through the recommendations as they were outlined by the Operations and Advisory Committee.

For the Administrative Grant, they want to fully fund the base budget, and include Option 2. They felt that Option 1, while it was important, that those funds could be used this year elsewhere, and that that Option 1 could be presented again, potentially next year. For the maintenance projects.

Their recommendations are to use a portion of the 250K which you saw in the infographic from the last slide, to fully fund the top six maintenance proposals, but should not fund the seventh project, the Rhode Island Whelk. Their reasoning for that is that that species is not in the top quartile of a biological matrix.

For the new projects, they want to use the new project banks, and the remaining portion of the 250 carry over to fund the top three new proposals. I had listed those earlier. Again, they felt the two projects that were below, which were the Mid-Atlantic Council Tilefish and the Economic Impact in Rhode Island, are both seen and valued, and the Committees recommend that they both be considered for funding.

The Tilefish Project is the next highest ranked project, and the Economic Project was again ranked as highly as possible, given the range for the program priorities. There is that early funding that Geoff mentioned earlier, as well, and the Committee's recommend that the early funding be used for

Option 2 in the Administrative Grant, and for the South Carolina DNR Project, to add HMS fields to the VESL. Both projects are able to start work on that timeline, and because of the nature of implementing those projects, no funds would need to be moved.

Activity would be able to begin fairly quickly. Finally, their recommendation is, the Committee's request that the Funding Subcommittee be convened by this group, to review and potentially update the available point ranges of program priorities in the ranking process, with the consideration of the increased importance of socioeconomic data in recent years. A number of the factors that the group cited were things like windfarms, whales, so many other projects, where socioeconomic data is becoming much more important. They feel that those projects should be able to receive a higher ranking. The Funding Subcommittee is made up of members of this group, as well as members of the Operations group. In order to convene, this group would have to charge that group to convene. As was mentioned earlier, it is probably potentially easiest on everyone's brains if we try to break this up a little bit, as we make our recommendations, so I will pass it back to the Chair for next steps.

CHAIR McNAMEE: Great, thank you so much, Julie. Okay, let's start off with any questions for Julie, before we get to work here. Any questions anybody has for Julie on the proposals or the rankings or any of that stuff? We'll let it get just a little more uncomfortably silent, just to make sure. It seems like everybody is okay. I appreciate having this slide up before us here.

You know we've got a couple of buckets, and it will probably be easiest to kind of tackle them one by one, to keep everything nice and clear. You can start off with any one of those that you would like, but looking for somebody to offer some sort of a motion on what to do with the different proposals and the funding available. Yes, so we're trying to be as helpful as possible here. We have some draft motions prepared already. No obligation, just in case it helps.

Let's start with Number 1, if we can pop that one up. This will be consideration of the Administrative Grant. Here is a proposed motion we've got up here, if somebody would like to make that. It would be to move to approve the FY2024 ACCSP Administrative Grant as the base budget inclusive of Option 2 (\$50K) for a total of \$2,310,327. Anybody wishing to make that? I see John Carmichael in the back.

MR. JOHN CARMICHAEL: Yes, to get the ball rolling here, I'll **move to approve the FY2024 ACCSP Administrative Grant as the base budget inclusive of Option 2 (\$50K) for a total of \$2,310,327.**

CHAIR McNAMEE: Excellent, thank you, John, and I have Erika Burgess with a second. We've got a motion made; it's been seconded. The seconder was Erika Burgess. Any discussion. Geoff, did you have something? Oh yes, sorry, make sure you have your microphone. Just remember to turn your microphones on.

We've got a motion, motion made by John Carmichael, seconded by Erika Burgess. John, do you wish to say anything more on that? No, Erika, anything to add? No, anyone wishing to have any discussion on the motion? Okay, not seeing any hands around the table. Anyone flagging us down online? Okay, why don't we go ahead and move this along, and I'll call the question. **All those in favor of the motion, please, raise your hand.**

MR. WHITE: Three online, got you.

CHAIR McNAMEE: Okay, so that count is **19 in favor. Actually, folks online, put your hand down. Anyone opposed to the motion, please raise your hand. Any abstentions to the motion, please raise your hand, and any null votes. Actually, can we have null votes in the Coordinating Council? Okay, great, all right, that motion passes 19 to 0 to 0.** Thank you very much for that. Why don't we go ahead and move on to the next draft motion. We'll go right down the list here, so Number 2, which is the maintenance proposals. Okay, so we've got a draft motion up on the board and I've got a hand raised. I think it's Brandi. Go ahead.



MS. BRANDI SALMON: **I move to approve the top six (6) FY2024 ACCSP Maintenance projects as recommended by the Operation Committee and Advisors, including \$65,819 of the \$250K carryover funds.**

CHAIR McNAMEE: Thank you for that, Brandi, second by Ingrid. We have the motion made by Brandi, seconded by Ingrid. I don't know your last names yet, I'm sorry.

MS. SALMON: Salmon, pretty easy.

CHAIR McNAMEE: All right, so we've got a motion, it's been seconded. Would either of you wish to speak further to the motion? Okay, anyone else wishing to have discussion on the motion? Any hands online, Geoff?

MR. WHITE: No hands online.

CHAIR McNAMEE: All right, well why don't we keep it moving along and I will go ahead and call the question. **All those in favor of the motion, please raise your hand. Okay, thank you for that. Folks online, please put your hands down. All those opposed to the motion, please, raise your hand. No hands in the room.**

MR. WHITE: No hands online.

CHAIR McNAMEE: **Okay that's zero, any abstentions? None in the room, okay, so that motion passes 20 to 0 to 0.** Thank you for that everybody. We'll keep moving along here. Okay, so we've got a draft motion up here, also could have an alternate motion if anybody wanted. Dan McKiernan.

MR. DANIEL McKIERNAN: **Move to accept the recommendations of the Operations Committee with the modification of funding both the MAFMC proposal "Improving Catch and Effort Data Collection from Recreational Tilefish Anglers" and the RIDEM proposal "The Economic Impact of Rhode Island's Fishing Industry" per the agreement that these two entities reached to alter their**

**funding request to not exceed the new proposal allocation.** I'll speak to that if I have a chance.

CHAIR McNAMEE: It didn't make its way this way, Dan, so we'll get that so we can put that up on the board. Hang on a second, folks. Okay, thanks for that everybody. All right, so we have the motion up on the board here for folks to take a look at. Motion made by Dan McKiernan, any seconds to the motion? Okay, seconded by Renee Zobel. We have a motion up on the board, it's been seconded, any discussion? Dan, I'll come back to you.

MR. McKIERNAN: Would you like me to speak to it?

CHAIR McNAMEE: Yes, please, Dan. Thank you.

MR. McKIERNAN: Following up on Julie's earlier comments of her description of the process. This proposal would have ranked higher, but not for the scoring system of the rankings, in terms of priorities. The Rhode Island DEM study particularly has broad applicability. I can't tell you how many conversations that I've been in over the last two years with the industry members arguing with the wind developers, talking about economic multipliers.

Too often, numbers are thrown around, 3.5 to 4, but we know that an economic multiplier can vary among species, depending on how the product is handled, et cetera. I'm also pleased that the Mid-Atlantic Council has kind of stepped up, and has offered to assist to maybe get these projects over the goal line. I would really appreciate support on this particular motion.

CHAIR McNAMEE: Renee, anything to add?

MS. RENEE ZOBEL: Sure, I mean I can echo Dan's sentiments about the economic multiplier. We have a study done in 2007 that I reference people to all the time for our commercial fisheries, so incredibly important after talking with our Ops member. I completely understand the rationale behind moving this up.

I had the question talking to Bob over here, sidebar about how these two projects were going to get

funded if we voted them forward. I am pleased to hear that there has been some work in the background to fully fund those projects in a way that is manageable for them.

CHAIR McNAMEE: We also have a hand online, Brandon Muffley. Brandon, unmute whenever you're ready.

MR. BRANDON MUFFLEY: Great, thank you, Mr. Chair and thanks to the maker and seconder of this motion. I certainly support it. Certainly, I support the Council's proposal. We've spent a lot of time working on this, and trying to increase engagement of our tilefish anglers in getting them to report.

I think it could provide a lot of good information as the Commission and the Councils are thinking about mandatory reporting in some of our other recreational fisheries. I think it could be really useful. I fully support the Rhode Island proposal as well. I think there has been some good economic proposals over the last few years that just haven't made it, because of the way we have things structured.

I fully support getting something onboard for Rhode Island, and supporting their project. We have already had conversations with Rhode Island about how we could modify each other's proposals, so that we could get the work done that we want to get done, or that we need to get done, at least the core components of it.

This is a little unclear. I guess you all are going to leave it to the Council and the state of Rhode Island to work those numbers out. Is that my take on what this motion means? Again, we've already been doing that, but I just want to be clear, in terms of how we're going to come to an agreement of what the funding number would be. But fully support the motion, and appreciate the opportunity to comment.

CHAIR McNAMEE: Brandon, thank you very much, and yes, just to answer your question. Roughly 130K that is available for the two, and so per the letters, they both offered that they would work to adjust the numbers in a way that allowed both of the projects

to work. You know originally there was a number of like \$30,000 kind of moving from one to the other that they thought they could both make work.

In any case, that is how that would work, they would just negotiate that knowing what the cap was. Both of them felt under a couple of different scenarios that they could make their projects as effective with less funding by drafting components that they could follow up with later, or other things like that. Thanks for that, Brandon. Okay, we've got two more hands online. I'll start with you, Richard Cody. Feel free to unmute whenever you're ready.

MR. RICHARD CODY: I just wanted to offer to Brandon and the Mid-Atlantic, if they require any technical support for the catch and effort data collection, please feel free to reach out to us at Office of Science and Technology. I just wanted to put that offer out there. We would be happy to collaborate on that.

CHAIR McNAMEE: Thank you, Richard. Next up I have Kathy Knowlton, go ahead, Kathy and unmute whenever you're ready.

MS. KATHY KNOWLTON: Good morning. I just wanted to add my support for these two options in particular. The Economic Impact Proposal, it's not only for the reasons that have been enumerated this morning, but also the ability for this project to be transferred to other ACCSP partners, in terms of coming up with the protocol for economic multipliers. That is one of the things that ACCSP does best, is having a partner start with one project, and it being able to be transferred to other partners, as we always refer to it as the bang for our buck. Additional reasons for this.

CHAIR McNAMEE: Next up we have Carrie Kennedy. Go ahead, Carrie.

MS. CARRIE KENNEDY: Thank you. I think I just want to express maybe a word of caution or concern, that it feels like we're maybe a little out of process. It's not so much that I disagree or don't understand the importance of these projects, but I do think that ACCSP has the ranking priorities. The Advisors and

the Operations Committee have the priorities that they have, and we are through some workshops in the future, going to be exploring the priorities and importance of things like accountability.

While I understand that there is some socioeconomic room in ranking for projects. I think that maybe what needs to happen is that we need to sort of evaluate some ranking criteria, that maybe it's appropriate at this point, because I certainly understand my state doesn't have a lot of economic information about our commercial fisheries, and I suspect that as we walk through offshore wind, and other ocean planning issues, those things are going to become more important. I think ACCSP needs to reflect that in their ranking criteria a little better.

CHAIR McNAMEE: Thank you, Carrie. You know however things work out here, I have flagged that recommendation as well, so I'll be sure to come back to that one way or the other. Thank you for that. We've got another hand online, David Gloeckner. David, go ahead and unmute whenever you're ready.

MR. DAVID GLOECKNER: Well, after what Carrie said, I can just say ditto. I think we have a process in place. Those priorities are there deliberately, right, for all of the modules. It seems like at this point we had not thought we were to the point where the economic module had risen to the degree that the other modules are prioritized. But it seems like now might be the time to move forward, and I think we will reevaluate those priorities.

I think that should take care of my issue I have with the economic survey, or the economic project. The other thing I wanted to say is, I wasn't really clear, but it sounds like she's like Rhode Island and the Council hadn't reached an agreement on how to split those funds yet, but it kind of reads like they have. We might want to just be clear that they are going to decide how to split those funds.

CHAIR McNAMEE: Any other discussion from folks? Bob, go ahead.

EXECUTIVE DIRECTOR ROBERT E. BEAL: Yes, just kind of commenting on, yes, the negotiation between the

Council and Rhode Island DEM. I have the utmost confidence they'll figure it out, but it is a pretty significant cut going from those two projects totaled \$225K and there is only \$130K available. It's a, I don't know 40 plus percent cut to those projects.

But I think we may want to have on the record some sort of backstop, if they are not able to come to a resolution and a negotiated spot that goes back to the Funding Subcommittee, sort of the what if. I don't think it's going to happen; I think they'll figure it out. It sounds like they made a lot of progress. But probably worthwhile to have some backstop process in place, just in case they need some help finishing their negotiation.

CHAIR McNAMEE: Yes, thanks, Bob. Geoff, go ahead.

MR. WHITE: Appreciate that, Bob, and I was just talking about it. We used the ACCSP Leadership Team as kind of a subset of the Coordinating Council to accomplish that task.

CHAIR McNAMEE: Thanks for that, sounds like a good resolution there. Erika, go ahead.

MS. BURGESS: Would you like a motion to amend the current motion that's on the board?

CHAIR McNAMEE: Thank you, Erika. The interpretation I just had of that discussion just a moment ago was that we didn't have to do an amendment. But I was wrong. If you would be willing to having an amendment that would add on something to the effect of, if an agreement can't be reached by the Mid-Atlantic and Rhode Island, that the decision will be remanded back to the Leadership Group, something to that effect. I wouldn't say it like that, but something better than that.

MS. BURGESS: I don't promise better, but I'll try. I would like to make a **motion to amend to add a sentence at the end of the current motion that states if Rhode Island DEM and the Mid-Atlantic Fishery Management Council are unable to reach an agreement on how to split the funds, that the final arbiter would be the ACCSP Leadership Team.**

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CHAIR McNAMEE: All right, thank you, Erika, we'll get that up there and cleared up a little here, so just bear with us. Does this look okay, Erika? Pretty close to what you offered? Great. A motion to amend has been made by Erika Burgess, is there a second to the motion to amend? Made by Megan Ware, thank you, Megan. We have a motion to amend up on the board. It's been seconded. Any further discussion on this motion to amend? No hands in the room, anyone online? Dave Gloeckner, go ahead.

MR. GLOECKNER: I just want to point out that we are saying in this amendment that if they are unable to reach an agreement, yet in the first it says per the agreement, like they've already reached the agreement. We may want to modify that to make sure that we're clear that an agreement has not yet been made on how to split those funds.

CHAIR McNAMEE: Do you have a suggestion of where that should go, David? I'm just not clear on a part.

MR. GLOECKNER: I'm not sure how to reword it. It probably should say something like the Rhode Island and the Council will work to develop an agreement how to split the funds, I guess, or to alter their request. As long as it just doesn't say the agreement. Instead of per the agreement, I'm not sure where to go with it.

MR. WHITE: From a process standpoint, I'm thinking we may want to address the motion to amend, and then ask Dan McKiernan if he would be willing to just change the word "two entities reached." Change from reached to, to reach or will reach. That way we can handle the motion to amend first, and then we're back to the main motion, and I think at that point Dan would be agreeable to a friendly amendment.

MR. GLOECKNER: That's fine, Geoff, as long as we're just clear that they haven't reached an agreement yet that works fine.

CHAIR McNAMEE: Erika, go ahead.

MS. BURGESS: I suggest that there is no alteration that is needed, we're talking about two separate agreements here. They've already reached an agreement to foot the funds. The second agreement is how they split the funds. I think we're creating extra work. We can leave it as it is.

CHAIR McNAMEE: I can live with that. Geoff can live with that. Maybe I'll look back to you, David online, does that sound reasonable to you?

MR. GLOECKNER: Yes, that's fine. I think the motion to amend is clear that the agreement that I was assuming had been met has not been met yet, so I think that's fine.

CHAIR McNAMEE: Excellent, okay. We've got another hand online, Julie Evans. Go ahead, Julie, and unmute whenever you're ready.

MS. JULIE EVANS: Yes, my name is Captain Julie Evans, I represent East Hampton Town Fishing Industry, and I would like to add my support to the economic impact of Rhode Island's fishing industry effort, as we would benefit from that information here in East Hampton, as we have also had our fishing industry work around the offshore wind industry that has placed a lot of burden on our fishermen. I would add my support to that. Thank you very much for recognizing me.

CHAIR McNAMEE: Thank you, Julie, I appreciate the comments. Let's take care of this motion to amend. Does anybody need any more time on this, any more discussion? Not seeing hands around the table, any remaining hands online? Let's go ahead and call the question on the motion to amend. **All those in favor of the motion to amend please, raise your hand.**

**Okay, 20 in favor. Hands online, please put them down and we'll do any one opposed to the motion, please raise your hand. No hands in the room. No hands online. Any abstentions? None in the room, none online. Great, so the motion to amend passes.** We'll get the new main motion up on the board, just bear with us. Go ahead, John.

MR. JOHN CLARK: Just a process question. Is there any reason why these can't be done by consent, without us taking a vote each time, if there is no opposition?

CHAIR McNAMEE: I don't know, I'm going to look to my right. All right, thank you, John, for making us more efficient.

MR. CLARK: Yes, as a geezer, you know raising my hand all the time is getting tiring.

CHAIR McNAMEE: Getting worn out, sorry, John. We'll take it easy on you now then. Okay, so we're back to the main motion here. The amendment has been, well, it's the main motion now. Any further discussion on this before we call the question? None here in the room, no one online, so let's take John Clark's, sorry I was just checking.

We have the main motion here, **are there any objections to the main motion? If you object, please raise your hand. None in the room, none online, so the motion passes by consent.** Great, thanks everybody, appreciate that. With that, we can move on to the final motion here. Okay, this one had to do with the early funding. There it is.

Okay, so we have a draft motion for folks to consider. The draft motion here is to **move to approve early funding option (November 2023) be used for Option 2 of the Administrative Grant (\$50,000) and for the new SCR DNR project to add HMS fields to VESL, on the order of \$112,900.** There is a draft motion, anybody wish to make that motion? Motion made by Erika Burgess, is there a second? Seconded by John Carmichael. Any discussion on the motion from anyone?

No hands in the room, anyone online? Okay, why don't we try the John Clark method here again. **Are there any objections to approving this motion? If you object, please raise your hand. No hands in the room. Any hands online? Motion passes by unanimous consent.** Thanks everybody. All right, before we move on to the next item, I just wanted to get back to you. There was a recommendation for some tasking to the Funding Subcommittee. There

was some discussion about the economic data. I think it would hold for some of the social science stuff that may be needed moving forward. I was wondering if anybody wants to speak to potentially tasking the Funding Subcommittee.

I don't think we need to make a motion here, I think we can just make the request to take up that recommendation at the Ops Committee, if anybody wishes to. I just wanted to remind folks that that was kind of in the information that we received. Back to the Board, anybody want to make a comment on that? Yes, Carrie, go ahead.

MS. KENNEDY: Yes, I'm happy to make the recommendation that they need to reevaluate and consider boosting socioeconomic and accountability in ranking.

CHAIR McNAMEE: Great, thank you, Carrie. Not a motion here, just a request made. Anyone else wishing to speak to that? Erika, go ahead.

MS. BURGESS: I was very excited to see this brought up in the ACCSP briefing materials for this meeting. I am very passionate about the social sciences, and their value to our decision-making process. I would like to see them receive higher ranks as projects are considered in the future, and I encourage the Committee to reevaluate those rankings.

CHAIR McNAMEE: Excellent, so a couple of folks in favor of some tasking to the Funding Subcommittee. Anyone else wishing to comment? Any hands online? David, go ahead.

MR. GLOECKNER: I was just going to lend my support to revisiting the priorities. I think it's about time.

CHAIR McNAMEE: Great, thank you very much. I think that is all based off the recommendation that we received, so I think we've got enough guidance there, so I appreciate that everybody. Let's move along here.

**CONSIDER APPROVAL OF SCIFISH POLICIES FOR ACCSP'S CITIZEN SCIENCE MOBILE APPLICATION**

CHAIR McNAMEE: The next agenda item that we need to tackle is Consider Approval of SciFish Policies for ACCSP's Citizen Science Mobile Application.

We had kind of a little preliminary meeting a month or so ago, where some of the information was introduced. You've had some time to think on it a little bit. Here we are to kind of make the final call here. With that I will turn it over to Julie, to take us through a quick presentation, so Julie, whenever you're ready.

MS. SIMPSON: What I want to do today is just talk about the SciFish Policies. We're going to do a little bit of a shorter version than we did in August. But if there are any questions, we can definitely go back and answer them. We do want to start out by thanking the SciFish Organizing Committee.

They've been working on this project for about three years now, and putting together the applications that exist, and in doing the beta testing, and a lot of writing for creating the policy's that you got in your materials. Thank you to everyone from all of these organizations that participated in this process. An introduction to SciFish is that Citizen Science is evolving, and it is a very potentially powerful tool for better understanding fish populations. Citizen Science is a tool that has even been mentioned in the Atlantic recreational priorities. There is a growing interest in Citizen Science to supplement data collection. The development of SciFish, which is not just a mobile application for collecting the data, but also the project builder, where folks can build their project, will help support capturing and sharing information on the Atlantic coast.

Our long-term goal is to develop the Citizen Science mobile application, the project builder, so that you can easily create a customizable application. This will remove the need to develop standalone applications, and will help to standardize the data. Some of the drivers of this are to reduce the cost needed for each of the individual projects, by removing the need to develop software for each

project, reduce the time to create applications from the ground up in getting a project going, and increase the consistency in the data fields and data structure.

One of the things that we did want to sort of reemphasize, is that this doesn't necessarily make projects free, there are other costs to standing up the projects that are part of your outreach and other aspects of the projects. Even though the software is potentially free, it just reduces the cost of projects, it doesn't eliminate them altogether.

Moving on to the SciFish vision and mission, these are stated in the policies. Again, this is about standardizing data fields, centralizing the collection of data, therefore those data are more available for science and management, and by giving a flexible project builder platform, we've minimized the cost and resources needed for more projects.

We wanted to note a few of the additions and changes that have been made since the August meeting, based on the recommendation from this group. We did add language that the SAP, which is the Advisory Panel recreational group, will bring in their consulting expertise as needed. We did specifically note statistical skills in MAT language.

We did also add language about account creation in the policies itself, and the privacy policy link, which previously was not an active link now does link to a website with privacy policies. SciFish administration and oversight, it will be administered through the ACCSP, and the primary oversight will be by the SciFish Advisory Panel or SAP.

This is a new group within the ACCSP. The role of the SAP will be to draft and recommend the SciFish policy updates as they are needed. Then to oversee and implement the SciFish application process, which I will talk briefly about in a minute. Then also, to coordinate and review SciFish project updates. We feel it's very important to make sure that we are checking in with the projects that we have, to make sure that they are maintaining the standards, and doing the things that they said they were going to do in the applications.

The approach for project development is that we are focusing on data collection from marine and diadromous fisheries on the Atlantic coast, specifically filling data gaps or data deficiencies that have been addressed by research needs, oftentimes stock assessments recommend research or data collection, and this is a place to fill those gaps. We want to use intentional design, and clearly articulate how the data are collected, and also how those data are going to be used in management and/or stock assessments. This is something that needs to be identified prior to the beginning of a project, not after the data have been collected. Finally, this encourages the collaboration between scientists and fishermen. The application process is multi-step. There is going to be a preapplication. We will be accepting those in April, June, October and December. Then there will be full applications that are accepted in February and August.

These are designed to coincide with other funding opportunities, so that as you get funding from another source you can then step through the SciFish application process and use that project builder, rather than developing software on your own. For the application topics, there are boxes here that list all of the topics. We did go over these in August, so I'm not going to go over each one of them in detail.

But I do want to point out that the ones on the right, the last two columns are in the full location only. The preapplication is designed for us to get an idea of your project. Once you are approved through the preapplication, then you will be allowed to submit a full application. At that time the application is a little bit more intensive.

We will ask for things like the data management plan volunteer training plan and communication plan, which indicates to folks that they should have those, because if you can't upload one and/or write one for us, then that is a gap in your project planning. For the review criteria, in the preapplication we are essentially looking for, have you answered all of the questions fully.

If you have, are you addressing how the data will be used in assessment inner management, and also, is

this project a good fit for citizen science. Very important to recognize that not all projects are a good fit for citizen science. It's a very useful tool, but like any other tool, it can't be used for everything. In the full part application, we do have a more rigorous review. Those criteria are ranked by specific numbers, and they are ranked by the entire group.

An average of those rankings is taken, and then if the score is not high enough for any, if there are any criteria that falls below a three, then that application would not be approved. We would work with the applier, in order to fit them up to the point of being accepted. For account creation we have Option 1, which is currently in place.

This is a SAFIS account, which is a standard ACCSP account that is created by a PI. A second option would be an auto approval, essentially this is a non SAFIS account, and so someone could essentially just sign up, and then the user would be creating their own account in the SciFish project.

Option 3 is a combination, where a PI would choose whether they wanted to use Option 1 or 2. We previously mentioned that this was an important aspect that needed to be addressed, because there was interest by North Carolina to be using Option 2, and that due to the number of people that they were going to be having, creating those accounts was going to be burdensome for their staff.

That situation has become potentially more critical, and so I will allow Brandi to speak to that later. But that is definitely something that will need to be addressed, probably rather sooner rather than later. Some of the additional policy topics that are covered in the documentation that you'll receive, are hardware requirements, data access to resources, security, transparency, branding. All of these items are covered in the materials that you received. You also have the link that you received in August with a video on how the project builder works, and all of those were available in your materials. Some of the key takeaways is that, if you are a project PI, you do need to be either an ACCSP partner, or you need to be sponsored by an ACCSP partner.

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Sponsor's will essentially be not required to do the work, but making sure that the work that is being done is meeting the proper standards. We are focusing on supporting citizen science. In the beginning we are going to be limiting the current data fields, and not adding new data fields, just in the interest of simplifying the initial rollout of the project.

Then we wanted to again reemphasizes that project development doesn't require funding, but it does use ACCSP resources. We will have to create a SciFish Advisory Panel, and that will be done through applications from individuals, and then recommendations from this group or appointments from this group, rather.

Then we will definitely have to address account creation quickly. The process that we've gone through is that we presented to this group in August. We presented to the Operations and Advisory Committee at their meeting in September, and they did make a motion to approve, and recommend approval from this group, and that has been done. Today we are putting this in front of you as consideration for action.

Finally, we did want to talk about the rollout of the project. If it is approved today, then in December we will finalize the project builder and all of our outreach documentation, including a new page on the ACCSP website. In January of 2024, we would put out a call for the SciFish Advisory Panel members, and then in February, membership would be approved and we would hold our first SAP meeting, and then the first round of preapplications would begin to be accepted in April of 2024. I will turn it back to you, Mr. Chair.

CHAIR McNAMEE: Excellent, thank you so much, Julie, good info. We've got a couple of folks who can help out as the questions are coming along, so we might go to other folks, besides just Julie. Open it up to the Council for questions. Yes, Brandi, go ahead.

MS. SALMON: Yes, so I just first want to give some kudos to Julie and all the staff that are working on SciFish. They are awesome, and they've been

working so hard to consider all the different avenues and things to be able to finalize these things here. Good job to you folks, you guys are awesome. One thing that Julie kind of mentioned a little bit earlier was the Option 1, Option 2 and Option 3 for being able to create, Option 1 being to create the accounts and Option 2 is not creating accounts.

The direness that Julie was adhering to was that North Carolina just last week had legislation passed that requires mandatory reporting of five species in North Carolina, which is like, Oh my gosh! There is some expectation that that reporting would be through a smartphone application, which is right up this alley here. But we haven't made any decisions on how we're going to move forward with that, but it would be extremely important to put a lot of eggs in the basket of making sure that we can build in the flexibility in SciFish, to be able to have the option to not require every person to create an account. If every person in North Carolina that fishes, millions of anglers have to report to an Ap, it's just not possible for us to be able, it would create an account for every single person. The ability to have options when you come into SciFish to have a project in there, to be able to do something like that is really what we would love to have. I think that other states would be able to benefit from that as well.

CHAIR McNAMEE: Thank you, Brandi. Any response, Julie or Kathy or Julia?

MS. SIMPSON: I would just say that we are, I think in the SAP or in the SciFish Organizing Group. I think a lot of those folks may rollover to the SAP. But we are very aware of that, and so I think that moving to Option 3 is going to be the desired path forward, especially because there are projects, such as relief through the South Atlantic Council that do like the ability to be able to connect with each of their users, and do that outreach. By having that need to create the account through them, is actually an important aspect of their project. I think that because there are varying needs Option 3 is likely going to be the necessary technology moving forward.

CHAIR McNAMEE: Yes, John, go ahead.

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MR. CARMICHAEL: It's great to see this coming to fruition. You know it was an idea a long time ago to develop a tool like this, so it's really awesome the work that you guys have done, getting it this far. I think it's interesting hearing from Brandi, with the idea of using this for something that's mandatory reporting, because I think out of the gate that sort of puts us in a thought of, you know what really is the purpose of SciFish.

The vision says its citizen science, and you know we've always tried to separate the idea of citizen science, the people doing things voluntarily, from mandatory catch reporting, the kind of stuff that is covered by things like the vessels and eTrips and that sort of thing. I think it's great to have the tool.

But I do think it could be perhaps a challenge for fitting something like that into this framework, because once you make something mandatory, you are kind of changing the game of fishermen. One of the goals of citizen science is to keep it voluntary, and let people help us fill data gaps. You know it's going to be interesting to see where this goes. I think we do need to resolve the idea of creating the accounts, because one of the values of having, there has to be a count, obviously.

It's got to be efficient if you get thousands of people, I can imagine. Seeing what it takes to deal with a few people, that is going to be a challenge. We should try to work that out at the end of the day, we do still have that ability to have useful account information, and we can track the fish throughout the system.

Because that has been a hallmark of the ACCSP process, and I think it's really important to making sure the data you use are using and get in these programs, can be put in the context of all the other data collection programs that are out there, because that's always been a challenge of kind of one-off things and studies that people do. If you can't take a bunch of measured fish and know whether or not they are duplicates of an MRIP sample or a TIP sample. Then you get into assessment world and it's like, well, I can't necessarily use those fish. The beauty of what ACCSP has done, is to let you know you can use those fish, and I can put this fish that was

reported and released, in the context of a TIP sample or an MRIP sample, et cetera, and know where this fish fits into that greater pool of stock assessment data. As long as that part is preserved, I think it's fine to have some flexibility in how individual entities come up with creating accounts.

CHAIR McNAMEE: Appreciate the comments, John. Any response, Julie? Okay, just wanted to check. Brandi, go ahead.

MS. SALMON: I just wanted to respond to John's comments. Even if SciFish is not the vessel for mandatory reporting, it would still be nice to be able to have the technology built in to a system, to be able to go to something, even if it's something outside of SciFish. But having it in SciFish for other projects that would be voluntary, would be beneficial to other people as well.

CHAIR McNAMEE: Excellent. Okay, we've got one hand online, and then I'll come to you, Marty. Richard Cody, go ahead.

MR. CODY: Yes, just wondering if Julie could speak a little bit to data access. You know we've talked a lot about setting up an account and so on, but maybe you could elaborate a little bit on how that might work.

CHAIR McNAMEE: Go ahead, Julie.

MS. SIMPSON: Sure. Right now, the PIs automatically have the ability to look at their data and manage it in the Data Warehouse interface. As with any other data, ACCSP is acting as the stewards of these data, and the PIs are the owner of the data. If you are interested in access to the data's current new project, you would need to contact that PI.

If they give you that approval, then we would allow you to see those data through the Data Warehouse application. Part of the outreach will be a website that has a list of all of the projects, and a little bit about each of those projects, so that anyone who is potentially interested in data could at least see those projects listed on the website, and also the PI contact information, so that they could initiate that process.

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CHAIR McNAMEE: Richard, any follow up?

MR. CODY: No, that's great. Thank you, Julie.

CHAIR McNAMEE: Great, Marty, go ahead.

MR. MARTIN GARY: Thanks, Julie, for the presentation. Just a question about the Advisory Panel. The call is going to go out in January. Can you give some more insight on what you are looking for, the size and makeup, you know when we put that call out, what are we looking for?

MS. SIMPSON: Yes, we're looking for a group of approximately 8 to 12 people. We would like as much variation as possible, in terms of regional representation. In our previous presentation we did have a slide where we are looking for someone from each of the primary regions. We want state folks, we want federal representation, we would like to see an Ops Member and a Coordinating Council member on there, as well as an Advisor.

We are also looking for one staff member to be on that group. We are looking for a range, but we recognize that if you're an Ops Member and you also happen to be from the northeast, you can wear both of those hats, to check those boxes. What we will do is we will be putting out an announcement, at minimum through the ACCSPs monthly committee newsletter, and then potentially through some other avenues of soliciting applications, and then this group would make appointments to that SAP.

CHAIR McNAMEE: Other discussion, questions, anything? John.

MR. CLARK: This is more just curious about North Carolina's mandatory reporting. Besides the logistical nightmare, how was it going to be enforced?

MS. SALMON: Good question.

MR. CLARK: I figured as much, but I just wanted to ask.

MS. SALMON: Yes, there is specific legislation language that has sort of a phase in approach, so we have essentially a year to build whatever we deem appropriate to be able to collect the data. Then after that year, we start with verbal warnings, and then a year after that we start with, I think some kind of written warnings. Then after that, another year after that it would be like a \$35.00 ticket or something like that.

MR. CLARK: Did they give you much funding?

MS. SALMON: They gave us 5 million dollars to spend in a year.

CHAIR McNAMEE: There are no hands left around the table, anybody online? Okay, so this is an action item. What we are looking for is some sort of a motion, potentially to approve or whatever else you might wish, but we are looking for some action here. We have a proposed motion up on the Board, if anybody wishes to make it, or start there and modify it. John, go ahead.

MR. CARMICHAEL: Yes, I think this is good, so I'll **move to approve the SciFish Policies and the launching of the SciFish Project Builder and application.**

CHAIR McNAMEE: Thank you, John, so the motion has been made by John Carmichael. Anyone wishing to second that? John Clark seconds the motion. John Carmichael, anything you wish to add as the maker of the motion?

MR. CARMICHAEL: Yes, again, just to recognize the years of work that have gone into this, and seeing this as a flexible tool. Maybe this is just the start of the type of work that we can do here with these types of things, be more efficient. Years ago, we spent a lot of money building a lot of apps, so it's nice to see this get to this point.

CHAIR McNAMEE: John Clark, anything to add?

MR. CLARK: No, Mr. Chair, I'm exhausted from raising my hand so much.

CHAIR McNAMEE: You had two there without, adding that second, sorry. Okay, so any further discussion by the Board? Any hands online? All right, so let's try this approach again. **Are there any objections to approving the motion that is up on the board? If you object, please, raise your hand. No hands around the table, any hands online?**

**All right, so the motion passes by unanimous consent.** All right, thanks everybody, and really nice job to the team that has been working on this for so long. It's super cool.

### PROGRAM AND COMMITTEE UPDATES

CHAIR McNAMEE: All right, moving on to the next agenda item, we have Program and Committee updates, and I'm going to turn that over to Geoff White, whenever you're ready.

MR. WHITE: Excellent, thank you, Mr. Chair. Just before we move forward, I also want to say thank you to Julie and the entire SciFish group that has brought that forward. It's an excellent amount of work and effort that they've brought to us, and it's a movement for ACCSP to start addressing more of the citizen science data collection and dissemination in a new zone, so very excited about that.

For our program updates there is usually a long list of ongoing activities. Today we've got a short list of focus items that we did want to share and highlight with you in this presentation. The first one is just a quick point that ACCSP is now fully staffed. We added Skye Thomas to the data team in July. She is a Virginia native, she completed her Masters at UNC Wilmington, and her shellfish and aquaculture and GIS information is going to be very useful.

She is currently working a lot on the biological module, and the data inputs into that from a couple of our partners. Welcome, Skye! Moving forward to the software. The software group has been quite busy with a long-term project, the validation project. Julie hosted a workshop in May of 2023. This is really focused on electronic trip reporting, the SAFIS eTrips application. We had a lot of different partners in person for a week-long meeting there, and they

really went through the process and data flow details of the diagram below.

You don't need to read at this point, but it was identifying all of the data flows of where work was occurring, where it was occurring on paper or is it manual, where it could be electronic, and where could those items be added in to that SAFIS electronic trip reporting, as data field validations, responses back to the end user to improve data quality and those types of items.

The red stars are listed as kind of the pain points. Here are items that took a lot of manual effort, or had a lot of difficulty in completing those tasks, and then the yellow stars are validations that needed to occur. Some of this was an in-person process, some could be electronic. One of the exciting things about this is we did have funds from FIS to move forward and begin the programming from that. That project has already begun. What you can see here. We have a contractor, we've got funds from FIS, and we've begun to program the validations into the background of how eTrips works. That includes an interface in SMS, the SAFIS Management System, testing of how that works. The partners are going to be required to enter some information about what are the boundaries that can be entered into those fields.

We're working now on some of the core fields of that, and between now and February, we'll be adding in additional validations, in terms of what are the range checks, is it numerical or is it character. Then what are the warning messages that should come back. In January, we'll be focused more on the attributes.

The attributes of some of our software naming of detailed items that are a lot more flexible, that might be individual partners. They might be fields that can be added or subtracted, depending on what permit you have and what type of report you're submitting. I just wanted to give you guys an update that this work that had been defined earlier in 2023, is now ongoing, and we're looking to implement that in early 2024.

This is in line with some of the software long term project plans. The items in 2022 were completed, and the items for 2023 registration tracking is an additional way to manage the fishermen, the dealers, the entities, the business entities in between them, and who can see different records and have access to things.

That is a structural change we're doing internally at the moment, and that will be rolled out for partners that wish to submit the additional fields and tracking information into the data systems in 2024. Future steps will involve including those fields into electronic trip reporting and electronic dealer reporting. But right now, the structure needed to be created first, before we move forward with other designs.

Moving into next year, this is also part of the action plan is the electronic dealer reporting redesign. Being able to move the online form to be more flexible. There is a whole series of a switchboard for what questions can and can't be asked, and updating that to an API submission that are processing behind the scenes, and really getting a refresh of the electronic dealer reporting platform that has been in place for many, many, years, so it is ready for a refresh in that standpoint.

The goal of a 2025 rollout is really to align the different pieces of the online, the mobile, the API. Any file upload components to all be pushed out at the same time, so the regulations, depending on how data are submitted, would all be applied at the same point in time. These projects and other new ones will certainly be discussed during the upcoming spring committee meetings.

The Information Systems meeting will really be looking at how to implement registries and tracking, how to expand one stop reporting. If you recall, one stop reporting was the initiative to make sure that folks that had multiple permits could be able to submit one report through the SAFIS eTrips API, or data collection systems, and have that shared with multiple federal entities, so if they've got a southern and a northern permit, that they can see that one report and have it shared behind the scenes with

both of those entities. The next steps in that are to include more of the state requirements, and a state-specific questions, and partners questions that wanted to be added to the one stop reporting. There are a few more of these items coming up, but given that we're coming to the third year of a three-year software development plan.

Having a plan for staff and a priority by the partners, in terms of where to go next, including other developments supportive of your process, and also the data management needs. At this point we're at a pause, and just going to see if there are questions on some of the software development, or future planning that you wanted to ask at this point.

CHAIR McNAMEE: Okay, so looking to the Council, and questions for Geoff? Not seeing any around the table, none online? Okay.

MR. WHITE: Okay, so we'll keep moving.

CHAIR McNAMEE: Keep moving along, thanks, Geoff.

MR. WHITE: The next slide is really about the work that has been done by the Biological and Bycatch Committees. They had historically had some metadata inventory, what programs exist. Last year they had tried to move from an older Excel Spreadsheet format to actually having a database version that is searchable by end users.

That was developed and deployed in the spring of this year, and the Committees were able to go in, and over the summer, add partner specific programs and make those available via the CSP Data Warehouse and on the website. At this point there are 78 projects that have been populated, that cover 56 species. Going from an older, kind of static form, they can certainly add more information as it comes available.

But if people are interested in, oh, what biological data collection programs exist for my favorite species in my favorite area. You can go into this tool and have a quick reference of, what are the programs, who are the contact points. When did it

start? What are the types of data collection that are occurring? It doesn't have all the detailed information included here, in terms of the actual data rows, but it does have a reference point to what programs exist over time. We're rather excited to get that one out.

I covered this already, but it does include additional things, the sampling methodology, the primary contact information, but no new information. I think we've covered all this. But the exciting part is really the centralized catalogue that people can search online. This is just a quick screenshot of what it looks like, so when you're into the nonconfidential dataset over on the left-hand side, the menus of the ACCSP Data Warehouse, there is now a new item that says bio and bycatch.

It shows a search set of inventories and programs that exist, and when you highlight a particular row, as I've identified in yellow, it gives you more information about that down below. I think we're going to keep moving. Another item that had come up through Coordinating Council several years ago, was the development of the 2022 Accountability Report Best Practices Workshop, was identified to compare data collection programs, the audits and the trips versus dealer reports. This was mentioned by Carrie Kennedy, it's been a work that Julie has organized the workshops on, and given the ability to schedule things and the propensity for the federal government to stay open, and be included in the workshop. We have shifted this from late 2023 to February 12 through 16, 2024. This will be an in-person meeting down in Charleston.

We've got a lot of the folks identified that will be there already. Really excited to get the process flow laid out. What are the important activities that are going to occur, and really how to combine and improve data quality and accountability between systems. I think our next slide goes to a little bit more of an infographic on that.

By identifying the workload, the staffing and the skillsets, kind of the pros and cons of what can be done with the resource availability, and then evaluating a rubric for implementing new or updated

programs. It's going to be all things that will go into this idea of an accountability toolbox, which will help move partners forward, and ACCSP help to address what data collection is occurring.

How does it align between one data stream, fishermen reporting, and another data stream the dealer reporting, and even beyond that? Before we go further, Julie did you want to add anything at this point? Okay, and then we had planned to kind of be quick here, and so moving forward I wanted to highlight that at the Ops and Advisors Meeting, we did hold Advisors elections.

Dee Lupton, as a new Advisor this year, we're excited to have her on, was voted in as Chair and Fran Karp will be Vice—Chair. We want to also extend thanks to Ellen Goethel for her commitment, her energy and her always point on observations of the process, and being able to move things forward. Thanks to all for that.

The next slide is really a call to action for all of you. Our Advisors, as Julie pointed out earlier, as a group that has been shrinking. There are currently six listed here, but one member does, I believe, needs to drop out. We're down to five active Advisors, and really would love to have each of you consider new advisors to be participating here.

It could be recreational, commercial data associated, you know any of those zones, but to have greater partner participation on the Advisory Group would be fantastic. We would love to have you guys think about who you can appoint, and get them appointed so that they can be active in 2024. That is the end of the highlighted points for the program update.

We've got one more slide we're going to allow a point for questions, but also, I did want to note the two rather important things related to ACCSP would be the MRIP Fisheries Effort Survey Session, it begins at 10:45, and also a lot of the items we talked about as future planning in 2024, are part of Goal 3 in the Action Plan, which is being presented tomorrow during the Business Meeting. With that we'll stop and ask for questions.

These minutes are draft and subject to approval by the Atlantic Coastal Cooperative Statistics Program (ACCSP) Coordinating Council. The Council will review the minutes during its next

CHAIR McNAMEE: All right, thank you so much, Geoff, way to cover a lot of material in a very succinct way. Questions from anybody for Geoff on what he covered? Anyone online? Okay, last call, no questions or comments for Geoff? It looks like none, Geoff. Thank you very much, appreciate that. Anything you want to add there?

MR. WHITIE: We're good, thank you, Mr. Chair.

CHAIR McNAMEE: That was our last main agenda item.

### **ADJOURNMENT**

CHAIR McNAMEE: We're on to Other Business. Have not received any requests to add anything under Other Business. Just a quick scan around the table, to see if anybody has second thoughts about that. I know John Clark is not going to raise his hand, so I think we are ready to adjourn.

Can I have a motion to adjourn from somebody on the Council? John, I'm going to count that. John, with a motion to adjourn, can I have a second? Thank you, Marty. Any objections to the motion to adjourn? Seeing none; we are adjourned. Thanks, everybody.

(Whereupon the meeting adjourned at 10:00 a.m. on October 17, 2023)

# ACCSP FY25 RFP Summary of Changes

## **1. RFP**

- 1.1. General Changes
  - 1.1.1. Updated dates appropriately

## **2. Funding Decision Document**

- 2.1. General changes
  - 2.1.1. All dates have been updated
- 2.2. Appendix A (**PAGE 15**)
  - 2.2.1. Added Year 5 value (\$142,344) for PRFC electronic reporting project

## **3. Biological Priority Matrix – No Changes**

## **4. Bycatch Priority Matrix – No Changes**

## **5. Recreational Technical Committee Priorities – No Changes**

## **6. Socioeconomic Priority Data Elements – No Changes**

## **7. Timeline for Proposal Review**

- 7.1. Dates are updated
- 7.2. Overall timeline remains relatively the same

## **8. Ranking Criteria Document – No Changes**



# Atlantic Coastal Cooperative Statistics Program

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**TO:** ACCSP Coordinating Council and All ACCSP Committees

**FROM:** Geoff White, ACCSP Director

**SUBJECT:** ACCSP Request for 2025 Proposals

The Atlantic Coastal Cooperative Statistics Program (Program or ACCSP) is issuing a Request for Proposals (RFP) to Program Partners and Committees for FY25 funding.

ACCSP's [Funding Decision Document](#) (FDD) provides an overview of the funding decision process, guidance for preparing and submitting proposals, and information on funding recipients' post-award responsibilities. Projects in areas not specifically addressed in the FDD may still be considered for funding if they help achieve Program goals. These goals, listed by priority, are improvements in:

- 1a. Catch, effort, and landings data (including licensing, permit and vessel registration data);
- 1b. Biological data (equal to 1a.);
2. Releases, discards and protected species data; and,
3. Economic and sociological data.

Project activities that will be considered according to priority may include:

- Partner implementation of data collection programs;
- Continuation of current Program-funded partner programs;
- Funding for personnel required to implement Program related projects/proposals; and
- Data management system upgrades or establishment of partner data feeds to the Data Warehouse and/or Standard Atlantic Fisheries Information System.

Proposals for biological sampling should target priority species in the top quartile (Attachment II) of the Biological Priority Matrix. Proposals for observer coverage should align with fisheries affecting the top quartile priority species (Attachment III) of the Bycatch Priority Matrix. Brief descriptions of the current levels of biological or bycatch sampling by any of the Partners would be helpful to the review process. Projects for recreational catch and effort data should target the priorities set by the Recreational Technical Committee (Attachment IV). Projects involving socioeconomic data should reference the Socioeconomic Priority Data Elements (Attachment V).

Proposals to continue Program-funded partner projects ("maintenance proposals") may not contain significant changes in scope (for example the addition of bycatch data collection to a dealer reporting project), and must include in the cover letter whether there are any changes in the current proposal from prior years' and, if so, provide a brief summary of those changes.

Additionally, in FY16 a long-term funding strategy policy was instituted to limit the duration of maintenance projects. Maintenance projects are now subject to a funding reduction following their

*Our vision is to produce dependable and timely marine fishery statistics for Atlantic coast fisheries that are collected, processed, and disseminated according to common standards agreed upon by all program partners.*



fourth year of maintenance funding. For maintenance projects entering year 6, a further 33 percent cut will be applied and funding will cease in year 7.

All project submissions must comply with the Program Standards found [here](#). Please consider using [this successful project proposal](#) as a template. Overhead rates may not exceed 25% of total costs unless mandated by law or policy. Items included within overhead should not also be listed as in-kind match.

Submissions will be reviewed in accordance with the FDD (Attachment I), ranking criteria (Attachment VII), and funding allocation. Current funding allocation guidelines are 75% for maintenance projects and 25% for new projects within the Program priorities. If either allocation is not fully utilized, remaining funds will be available to approved projects in the other category. For example, if maintenance projects only use 67% of the total available funds, the remaining balance would be added to the 25% new project allocation to fund new projects as approved by the Coordinating Council.

Attachment VI provides a timeline for the FY25 funding process. The final decision on proposals to be funded for FY25 will be made in October 2024. Project awards will be subject to funding availability and, if there is a funding shortfall, awards may be adjusted in accordance with the FDD. Successful applicants will be notified when funding becomes available.

Project Investigators will be required to report progress directly to the Program's Operations and Advisory Committees in addition to meeting the standard Federal reporting requirements.

Please submit initial proposals as Microsoft Word and Excel files no later than **June 17, 2024** by email to Julie DeFilippi Simpson, ACCSP Deputy Director [julie.simpson@accsp.org](mailto:julie.simpson@accsp.org). If you have any questions about the funding decision process, please contact your agency's Operations Committee member (<http://www.accsp.org/committees>) or ACCSP staff (703-842-0780).

## RELEVANT ATTACHMENTS

ATTACHMENT I	FY2025 Funding Decision Document
ATTACHMENT II	FY2025 Biological Priority Matrix
ATTACHMENT III	FY2025 Bycatch Priority Matrix
ATTACHMENT IV	FY2025 Recreational Technical Committee Priorities
ATTACHMENT V	FY2025 Socioeconomic Priority Data Elements
ATTACHMENT VI	FY2025 Timeline for Proposal Review
ATTACHMENT VII	FY2025 Ranking Criteria Document

**Funding Decision Process**  
**Atlantic Coastal Cooperative Statistics Program**  
*May 2024*

The Atlantic Coastal Cooperative Statistics Program (the Program) is a state-federal cooperative initiative to improve recreational and commercial fisheries data collection and data management activities on the Atlantic coast. The program supports further innovation in fisheries-dependent data collection and management technology through its annual funding process.

Each year, ACCSP issues a Request for Proposals (RFP) to its Program Partners. The ACCSP Operations and Advisory Committees review submitted project proposals and make funding recommendations to the Deputy Director and the Coordinating Council.

This document provides an overview of the funding decision process, guidance for preparing and submitting proposals, and information on funding recipients' post-award responsibilities, including providing reports on project progress.

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## **Overview of the Funding Decision Process**

- [Funding Decision Process Timeline](#)
- [Detailed Steps](#)

### **Funding Decision Process Timeline**

April- Operations and Advisory Committees develop annual funding priorities, criteria and allocation targets (maintenance vs. new projects)

May- Coordinating Council issues Request for Proposals (RFP)

June- Partners submit proposals

July- Operations and Advisory Committees review initial proposals, PIs are invited (not mandatory) to this meeting to answer questions and hear feedback; ACCSP staff provide initial review results to submitting Partner

August- Final proposals are submitted. Final proposals must be submitted electronically to the Deputy Director, and/or designee by close of business on the day of the specified deadline. Final proposals received after the RFP deadline will not be considered for funding.

September- Operations and Advisory Committees review and rank final proposals

October- Funding recommendations presented to Coordinating Council; Coordinating Council makes final funding decision

ACCSP Staff submits notification to submitting Partner of funded projects and notification of approved projects to appropriate grant funding agency (e.g. NOAA Fisheries Regional Grants Program Office, “NOAA Grants”) by Partner

As Needed- Operation and/or Leadership Team and Coordinating Council review and make final decision with contingencies (e.g. scope of work, rescissions, no-cost extensions, returned unused funds, etc.)

## **Detailed Steps of Funding Decision Process**

### 1. Develop Annual Funding Priorities, Criteria and Allocation Targets (maintenance vs. new projects).

Prior to issuing the Request for Proposals, the Coordinating Council will approve the annual funding criteria and allocation targets. These will be used to rank projects and allocate funding between maintenance and new projects respectively.

In FY16, a long-term funding strategy policy was instituted to limit the duration of maintenance projects. Maintenance projects are now subject to a funding reduction following their fourth year of maintenance funding.

- For maintenance projects entering year 5 of ACCSP funding in FY20, a 33 percent funding cut was applied to whichever sum was larger: the project’s prior two-year-average base funding set in FY16, or the average annual sum received during the project’s four years of full *maintenance* funding. In year 6, a further 33 percent cut will be applied and funding will cease in year 7. Please see Appendix A for a list of maintenance projects entering year 6 in FY20 and the maximum funds available for these projects.
- For more recent maintenance projects (i.e., those entering year 5 of maintenance funding after FY20), the base funding will be calculated as the average of funding received during the project’s four years as a *maintenance* project. These projects will receive a 33 percent cut in year 5, a further 33 percent cut in year 6, and funding will cease in year 7. Please see Appendix A for a list of maintenance projects entering year 5 or 6 in FY25 and the maximum funds available for these projects.

### 2. Issue Request for Proposals

An RFP will be sent to all Program Partners and Committees no later than the week after the spring Coordinating Council meeting. The RFP will include the ranking criteria, allocation targets approved by the Coordinating Council, and general Program priorities taken from Goal 3 of the current ASMFC Five-Year Strategic Plan. The RFP and related documents will also be posted on the Program’s website [here](#).

All proposals MUST be submitted either by a Program Partner, jointly by several Program Partners, or through a Program Committee. The public has the ability to work with a Program Partner to develop and submit a proposal. Principle investigators are strongly encouraged to work with their Operations Committee member in the development of any proposal. All proposals must be submitted electronically to the Deputy Director, and/or designee, in the standard format.

### 3. Review initial proposals

Proposals will be reviewed by staff and the Operations and Advisory Committees. Committee members are encouraged to coordinate with their offices and/or constituents to provide input to the review process. Operations Committee members are also encouraged to work with staff in their offices who have submitted a proposal in order to represent the proposal during the review. Project PIs will be invited to attend the initial proposal review, held in July. The review and evaluation of all written proposals will take into consideration the ranking criteria, funding allocation targets and the overall Program Priorities as specified in the RFP. Proposals may be forwarded to relevant Program technical committees for further review of the technical feasibility and statistical validity. Proposals that fail to meet the ACCSP standards may be recommended for changes or rejected.

### 4. Provide initial review results to submitting Partner

Program staff will notify the submitting Partner of suggested changes, requested responses, or questions arising from the review. The submitting Partner will be given an opportunity to submit a final proposal incorporating suggested changes in the same format previously described in Step 2(b) by the final RFP deadline.

### 5. Review and rank final proposals

The review and ranking of all proposals will take into consideration the ranking criteria, funding allocation targets, and overall Program Priorities as specified in the RFP. The Deputy Director and the Advisory and Operations Committees will develop a list of prioritized recommended proposals and forward them for discussion, review, and approval by the Coordinating Council.

### 6. Proposal approval by the Coordinating Council

The Coordinating Council will review a summary of all submitted proposals and prioritized recommended proposals from the Operations and Advisory Committees. Each representative on the Coordinating Council will have one vote during final prioritization of project proposals. Projects to be funded by the Program will be approved by the Coordinating Council by the end of November each year. The Deputy Director will submit a pre-notification to the appropriate NOAA Grants office of the prioritized proposals to expedite processing when those offices receive Partner grant submissions.

### 7. Confirmation of final funding amounts

The Director and Deputy Director will be notified by NOAA Fisheries of any federal grant adjustments (e.g. additions or rescissions). Additional funds will generally go to the next available ranked project. Reductions may include, but are not limited to:

- Lower than anticipated amounts from any source of funding
- Rescission of funding after initial allocations have been made
- Partial or complete withdrawal of funds from any source

If these or other situations arise, the Operations Committee will notify Partners with approved proposals to reduce their requested budgets or to withdraw a proposal entirely. If this does not reduce the overall requested amount sufficiently, the Director, Deputy Director, the Operations Committee Chair and Vice-Chair, and the Advisory Committee Chair will develop a final recommendation and forward to the ACCSP Leadership Team of the Coordinating Council. These options to address funding contingencies may include:

- Eliminating the lowest-ranked proposal(s)
- A fixed percentage cut to all proposals' budgets
- A directed reduction in a specific proposal(s)

### 8. Notification to submitting Partner of funded projects and submittal of project documents to appropriate grants agency (e.g. NOAA Grants) by Partner.

Notification detailing the Coordinating Council's actions relevant to a Partner's proposal will be sent to each Partner by Program staff.

- Approved projects from Non-federal Partners must be submitted as full applications (federal forms, project and budget narratives, and other attachments) to NOAA Grants via [www.grants.gov](http://www.grants.gov). These documents must reflect changes or conditions approved by the Coordinating Council.
- Non-federal Partners must provide the Deputy Director with an electronic copy of the narrative and either an electronic or hard copy of the budget of the grant application as submitted to the grants agency (e.g. NOAA Grants).
- Federal Partners do not submit applications to NOAA Grants.

### 9. Operation and/or Leadership Team and Coordinating Council review and final decision with contingencies or emergencies.

Committee(s) review and decide project changes (e.g. scope of work, rescissions, no-cost extensions, returned unused funds, etc.) during the award period.

## Proposal Guidance

- [General Proposal Guidelines](#)
- [Format](#)
- [Budget Template](#)

### General Proposal Guidelines

- The Program is predicated upon the most efficient use of available funds. Many jurisdictions have data collection and data management programs which are administered by other fishery management agencies. Detail coordination efforts your agency/Committee has undertaken to demonstrate cost-efficiency and non-duplication of effort.
- All Program Partners conducting projects for implementation of the program standards in their jurisdictions are required to submit data to the Program in prescribed standards, where the module is developed and formats are available. Detail coordination efforts with Program data management staff with projects of a research and/or pilot study nature to submit project information and data for distribution to all Program Partners and archives.
- If appropriate to your project, please detail your agency's data management capability. Include the level of staff support (if any) required to accomplish the proposed work. If contractor services are required, detail the level and costs.
- Before funding will be considered beyond year one of a project, the Partner agency shall detail in writing how the Partner agency plans to assume partial or complete funding or, if not feasible, explain why.
- If appropriate to your project, detail any planned or ongoing outreach initiatives. Provide scope and level of outreach coordinated with either the Program Assistant and/or Deputy Director.
- Proposals including a collection of aging or other biological samples must clarify Partner processing capabilities (i.e., how processed and by whom).
- Provide details on how the proposal will benefit the Program as a whole, outside of benefits to the Partner or Committee.
- Proposals that request funds for law enforcement should confirm that all funds will be allocated towards reporting compliance.
- Proposals must detail any in-kind effort/resources, and if no in-kind resources are included, state why.

- Proposals must meet the same quality as would be appropriate for a grant proposal for ACFCMA or other federal grant.
- Assistance is available from Program staff, or an Operations Committee member for proposal preparation and to insure that Program standards are addressed in the body of a given proposal.
- Even though a large portion of available resources may be allocated to one or more jurisdictions, new systems (including prototypes) will be selected to serve all Partners' needs.
- Partners submitting pilot or other short-term programs are encouraged to lease large capital budget items (vehicles, etc.) and where possible, hire consultants or contractors rather than hire new permanent personnel.
- The Program will not fund proposals that do not meet Program standards. However, in the absence of approved standards, pilot studies may be funded.
- Proposals will be considered for modules that may be fully developed but have not been through the formal approval process. Pilot proposals will be considered in those cases.
- The Operations Committee may contact Partners concerning discrepancies or inconsistencies in any proposal and may recommend modifications to proposals subject to acceptance by the submitting Partner and approval by the Coordinating Council. The Operations Committee may recommend changes or conditions to proposals. The Coordinating Council may conditionally approve proposals. These contingencies will be documented and forwarded to the submitting Partner in writing by Program staff.
- Any proposal submitted after the initial RFP deadline will not be considered, in addition to any proposal submitted by a Partner which is not current with all reporting obligations.

## Proposal Format

Applicant Name: Identify the name of the applicant organization(s).

Project Title: A brief statement to identify the project.

Project Type: Identify whether new or maintenance project.

*New Project – Partner project never funded by the Program. New projects may not exceed a duration of one year.*

*Maintenance Project – Project funded by the Program that conducts the same scope of work as a previously funded new or maintenance project. These proposals may not contain significant changes in scope (e.g., the addition of bycatch data collection to a catch/effort dealer reporting project). Pls must include in the cover letter whether there are any changes in the current proposal from prior years' and, if so, provide a brief summary of those changes. At year 5 of maintenance funding, a project's base funding will be calculated as the average of funding received during the project's four years as a maintenance project.*

Requested Award Amount: Provide the total requested amount of proposal. Do not include an estimate of the NOAA grant administration fee.

Requested Award Period: Provide the total time period of the proposed project. The award period typically will be limited to one-year projects.

Objective: Specify succinctly the “why”, “what”, and “when” of the project.

Need: Specify the need for the project and the association to the Program.

Results and Benefits: Identify and document the results or benefits to be expected from the proposed project. Clearly indicate how the proposed work meets various elements outlined in the ACCSP Proposal Ranking Criteria Document (Appendix B). Some potential benefits may include: fundamental in nature to all fisheries; region-wide in scope; answering or addressing region-wide questions or policy issues; required by MSFCMA, ACFCMA, MMPA, ESA, or other acts; transferability; and/or demonstrate a practical application to the Program.

Data Delivery Plan: Include coordinated method of the data delivery plan to the Program in addition to module data elements gathered. The data delivery plan should include the frequency of data delivery (i.e. monthly, semi-annual, annual) and any coordinate delivery to other relevant partners.

Approach: List all procedures necessary to attain each project objective. If a project includes work in more than one module, identify approximately what proportion of effort is comprised within each module (e.g., catch and effort 45%, biological 30% and bycatch 25%). Please note that only one primary module and one secondary module are considered for ranking.



Geographic Location: The location where the project will be administered and where the scope of the project will be conducted.

Milestone Schedule: An activity schedule in table format for the duration of the project, starting with Month 1 and ending with a three-month report writing period.

Project Accomplishments Measurement: A table showing the project goals and how progress towards those goals will be measured. In some situations the metrics will be numerical such as numbers of anglers contacted, fish measured, and/or otoliths collected, etc.; while in other cases the metrics will be binary such as software tested and software completed. Additional details such as intermediate metrics to achieve overall proposed goals should be included especially if the project seeks additional years of funding.

Cost Summary (Budget): Detail all costs to be incurred in this project in the format outlined in the budget guidance and template at the end of this document. A budget narrative should be included which explains and justifies the expenditures in each category. Provide cost projections for federal and total costs. Provide details on Partner/in-kind contribution (e.g., staff time, facilities, IT support, overhead, etc.). Details should be provided on start-up versus long-term operational costs.

**In-kind** - <sup>1</sup>Defined as activities that could exist (or could happen) without the grant. <sup>2</sup>In-kind contributions are from the grantee organization. In-kind is typically in the form of the value of personnel, equipment and services, including direct and indirect costs.

<sup>1</sup>The following are generally accepted as in-kind contributions:

- i. Personnel time given to the project including state and federal employees
- ii. Use of existing state and federal equipment (e.g. data collection and server platforms, Aging equipment, microscopes, boats, vehicles)

Overhead rates may not exceed 25% of total costs unless mandated by law or policy. Program Partners may not be able to control overhead/indirect amounts charged. However, where there is flexibility, the lowest amount of overhead should be charged. When this is accomplished indicate on the 'cost summary' sheet the difference between the overhead that could have been charged and the actual amount charged, if different. If overhead is charged to the Program, it cannot also be listed as in-kind.

Maintenance Projects: Maintenance proposals must provide project history table, description of completed data delivery to the ACCSP and other relevant partners, table of total project cost by year, a summary table of metrics and achieved goals, and the budget narrative from the most recent year's funded proposal.

Principal Investigator: List the principal investigator(s) and attach curriculum vitae (CV) for each. Limit each CV to two pages. Additional information may be requested.

## **Budget Guidelines & Template**

All applications must have a detailed budget narrative explaining and justifying the expenditures by object class. Include in the discussion the requested dollar amounts and how they were derived. A spreadsheet or table detailing expenditures is useful to clarify the costs (see template below). The following are highlights from the NOAA Budget Guidelines document to help Partners formulate their budget narrative. The full Budget Guidelines document is available [here](#).

Object Classes:

Personnel: include salary, wage, and hours committed to project for each person by job title. Identify each individual by name and position, if possible.

Fringe Benefits: should be identified for each individual. Describe in detail if the rate is greater than 35 % of the associated salary.

Travel: all travel costs must be listed here. Provide a detailed breakdown of travel costs for trips over \$5,000 or 5 % of the award. Include destination, duration, type of transportation, estimated cost, number of travelers, lodging, mileage rate and estimated number of miles, and per diem.

Equipment: equipment is any single piece of non-expendable, tangible personal property that costs \$5,000 or more per unit and has a useful life of more than one year. List each piece of equipment, the unit cost, number of units, and its purpose. Include a lease vs. purchase cost analysis. If there are no lease options available, then state that.

Supplies: purchases less than \$5,000 per item are considered by the federal government as supplies. Include a detailed, itemized explanation for total supplies costs over \$5,000 or 5% of the award.

Contractual: list each contract or subgrant as a separate item. Provide a detailed cost breakdown and describe products/services to be provided by the contractor. Include a sole source justification, if applicable.

Other: list items, cost, and justification for each expense.

### Total direct charges

Indirect charges: If claiming indirect costs, please submit a copy of the current approved negotiated indirect cost agreement. If expired and/or under review, a copy of the transmittal letter that accompanied the indirect cost agreement application is requested.

### Totals of direct and indirect charges

*Example.* Budget narrative should provide further detail on these costs.

Description	Calculation	Cost
<b>Personnel (a)</b>		
Supervisor	Ex: 500 hrs x \$20/hr	\$10,000
Biologist		
Technician		
<b>Fringe (b)</b>		
Supervisor	Ex: 15% of salary	\$1500
Biologist		
Technician		
<b>Travel (c)</b>		
Mileage for sampling trips	Ex: Estimate 2000 miles x \$0.33/mile	\$660
Travel for meeting		
<b>Equipment (d)</b>		
Boat	Ex: \$7000, based on current market research	\$7000
<b>Supplies (e)</b>		
Safety supplies		\$1200
Sampling supplies		\$1000
Laptop computers	2 laptops @\$1500 each	\$3000
Software		\$500
<b>Contractual (f)</b>		
Data Entry Contract	Ex: 1000 hrs x \$20/hr	\$20,000
<b>Other (h)</b>		
Printing and binding		
Postage		
Telecommunications charges		
Internet Access charges		
<b>Totals</b>		
Total Direct Charges (i)		
Indirect Charges (j)		
Total (sum of Direct and Indirect) (k)		

## **Post-award Responsibilities**

- [Changing the Scope of Work](#)
- [Requesting a No-cost Extension](#)
- [Declaring Unused/Returned Funds](#)
- [Reporting Requirements](#)
- [Report Format](#)
- [Programmatic Review](#)

### **Changing the Scope of Work**

Partners shall submit requests for amendments to approved projects in writing to the Deputy Director. The Coordinating Council member for that Partner must sign the request.

When Partners request an amendment to an approved project, the Deputy Director will contact the Chair and Vice Chair of the Operations Committee. The Deputy Director and Operations Committee Chairs will determine if the requested change is minor or substantial. The Chairs and Deputy Director may approve minor changes.

For substantial proposed changes, a decision document including the opinions of the Chairs and the Deputy Director will be sent to the Operations Committee and the ACCSP Leadership Team of the Coordinating Council for review.

The ACCSP Leadership Team will decide to approve or reject the request for change and notify the Deputy Director, who will send a written notification to the Partner's principal investigator with a copy to the Operations Committee.

When a requested major amendment is submitted shortly before a Coordinating Council meeting, the approval of the amendment will be placed on the Council Agenda.

The Deputy Director will notify NOAA Grants of any change in scope of work for final approval for non-federal proposals, and the Partner will need to request a Change in Scope through Grants Online. Necessary communications will be maintained between the concerned Partner, the Program and NOAA Grants. Any changes must be approved through the normal NOAA Grants process.

### **Requesting a No-cost Extension**

If additional time is needed to complete the project, Program Partners can request a no-cost extension to their award period. Partners should let the Program know of the need for additional time and then request the extension as an Award Action Request through NOAA Grants Online at least 30 days before the end date of the award.

Necessary communications will be maintained between the concerned Partner, the Program, and NOAA Grants office. Any changes must be approved through the normal NOAA Grants process.

### **Declaring Unused/Returned Funds**

In an effort to limit the instances in which funds are not completely used during the award period, draw down reports from the NOAA Grants offices indicating remaining grant balances will be periodically reviewed during each fiscal year.

While effort should be made to complete the project as proposed, if Program Partners find that they will not be able to make use of their entire award, they should notify the Program and their NOAA Federal Program Officer as soon as possible. Depending on the timing of the action, the funds may be able to be reused within the Program, or they may have to be returned to the U.S. Treasury.

Program Partners must submit a written document to the Deputy Director outlining unused project funds potentially being returned. The Partner must also notify their Coordinating Council member (if applicable) for approval to return the unused funds. If the funding is available for re-use within the Program, the Director and Deputy Director will confer with the Operations Committee Chair and Vice-Chair and the Advisory Committee Chair, and then submit a written recommendation to the ACCSP Leadership Team of the Coordinating Council for final approval on the plan to distribute the returned money.

Necessary communications will be maintained between the concerned Partner, the Program, and NOAA Grants office. Any changes must be approved through the normal NOAA Grants process.

### **Reporting Requirements**

Program staff will assess project performance.

The Partner project recipients must abide by the NOAA Regional Grant Programs reporting requirements and as listed below. All semi-annual and final reports are to include a table showing progress toward each of the progress goals as defined in Step 2b and additional metrics as appropriate. Also, all Partner project recipients will submit the following reports based on the project start date to the Deputy Director:

- Semi-annual reports (due 30 days after the semi-annual period) throughout the project period including time periods during no-cost extensions,
- One final report (due 90 days after project completion).
- Federal Partners must submit reports to the Deputy Director, and State Partners must submit reports to both the Deputy Director and the appropriate NOAA Grants office.

Program staff will conduct an initial assessment of the final report to ensure the report is complete in terms of reporting requirements. Program staff will serve as technical monitors to review submitted reports. NOAA staff also reviews the reports submitted via Grants Online.

A project approved on behalf of a Program Committee will be required to follow the reporting requirements specified above. The principle investigator (if not the Chair of the Committee) will submit the report(s) to the Chair and Vice Chair of the Committee for review and approval. The Committee Chair is responsible for submitting the required report(s) to the Program.

Joint projects will assign one principle investigator responsible for submitting the required reports. The principle investigator will be identified within the project proposal. The submitted reports should be a collaborative effort between all Partners involved in the joint project.

Project recipients will provide all reports to the Program in electronic format.

Partners who receive no-cost extensions must notify the Deputy Director within 30 days of receiving approval of the extension. Semi-annual and final reports will continue to be required through the extended grant period as previously stated.

Partners that have not met reporting requirements for past/current projects may not submit a new proposal.

A verbal presentation of project results may be requested. Partners will be required to submit copies of project specifications and procedures, software development, etc. to assist other Program Partners with the implementation of similar programs.

### **Report Format**

#### **Semi-Annual(s)** – Progress Reports: (3-4 pages)

- Title page - Project name, project dates (semi-annual period covered and complete project period), submitting Partner, and date.
- Objective
- Activities Completed – bulleted list by objective.
- Progress or lack of progress of incomplete activities during the period of semi-annual progress – bulleted list by objective.
- Activities planned during the next reporting period.
- Metrics table
- Milestone Chart – original and revised if changes occurred during the project period.

#### **Final Report:**

- Title page – Project name, project dates, submitting Partner, and date.
- Abstract/Executive Summary (including key results)
- Introduction
- Procedures

- Results:
  - Description of data collected.
  - The quality of the data pertaining to the objective of the project (e.g. representative to the scope of the project, quantity collected, etc.).
  - Compiled data results.
  - Summary of statistics.
- Discussion:
  - Discuss the interpretation of results of the project by addressing questions such as, but not limited to:
    - What occurred?
    - What did not occur that was expected to occur?
    - Why did expected results not occur?
    - Applicability of study results to Program goals.
    - Recommendations/Summary/Metrics
- Summarized budget expenditures and deviations (if any).

### **Programmatic review**

Project reports will inform Partners of project outcomes. This will allow the Program as a whole to take advantage of lessons learned and difficulties encountered. Staff will provide final reports to the appropriate Committee(s). The Committees then can discuss the report(s) and make recommendations to modify the Data Collection Standards as appropriate. The recommendations will be submitted through the Program committee(s) review process.

**Appendix A: Maximum Funding for Maintenance Projects Entering Year 5 or 6 of Funding in FY25**


<b>Projects in Year 5 or 6 of Maintenance Funding</b>	<b>Calculated Base (4-year avg)</b>	<b>Maximum Funding Year 5</b>	Maximum Funding Year 6 (Final Year)
Electronic Trip-Level Reporting for the Potomac River Fisheries Commission Commercial Fisheries Sector	<b>\$213,516</b>	<b>\$142,344</b>	\$71,172



**Appendix B: Ranking Criteria Spreadsheet for Maintenance and New Projects**

**Ranking Guide – Maintenance Projects:**

<b>Primary Program Priority</b>	<b>Point Range</b>	<b>Description of Ranking Consideration</b>
Catch and Effort Biological Sampling Bycatch/Species Interactions Social and Economic	0 – 10 0 – 10 0 – 6 0 – 4	Rank based on range within module and level of sampling defined under Program design. When considering biological, bycatch or recreational funding, rank according priority matrices.
Data Delivery Plan	+ 2	Additional points if a data delivery plan to Program is supplied and defined within the proposal.

<b>Project Quality Factors</b>	<b>Point Range</b>	<b>Description of Ranking Consideration</b>
Multi-Partner/Regional impact including broad applications	0 – 5	Rank based on the number of Partners involved in project OR regional scope of proposal (e.g. geographic range of the stock).
> yr 2 contains funding transition plan and/or justification for continuance	0 – 4	Rank based on defined funding transition plan away from Program funding or viable justification for continued Program funding.
In-kind contribution	0 – 4	1 = 1% - 25% 2 = 26% - 50% 3 = 51% - 75% 4 = 76% - 99%
Improvement in data quality/quantity/timeliness	0 – 4	1 = Maintain minimum level of needed data collections    4 = Improvements in data collection reflecting 100% of related module as defined within the Program design. Metadata is provided and defined within proposal if applicable.
Potential secondary module as a by-product (In program priority order)	0 – 3 0 – 3 0 – 3 0 – 1	Ranked based on additional module data collection and level of collection as defined within the Program design of individual module.
Impact on stock assessment	0 – 3	Rank based on the level of data collection that leads to new or greatly improved stock assessments.


Other Factors	Point Range	Description of Ranking Consideration
Properly Prepared	-1 – 1	Meets requirements as specified in funding decision document Step 2b and Guidelines
Merit	0 – 3	Ranked based on subjective worthiness

**Ranking Guide – Maintenance Projects: (to be used only if funding available exceeds total Maintenance funding requested)**

Ranking Factors	Point Range	Description of Ranking Consideration
Achieved Goals	0 – 3	Proposal indicates project has consistently met previous set goals. Current proposal provides project goals and if applicable, intermediate metrics to achieve overall achieved goals.
Data Delivery Plan	0 – 2	Ranked based if a data delivery plan to Program is supplied and defined within the proposal.
Level of Funding	-1 – 1	-1 = Increased funding from previous year 0 = Maintained funding from previous year 1 = Decreased funding from previous year
Properly Prepared	-1 – 1	-1 = Not properly prepared 1 = Properly prepared
Merit	0 – 3	Ranked based on subjective worthiness

**Ranking Guide – New Projects:**

Primary Program Priority	Point Range	Description of Ranking Consideration
Catch and Effort	0 – 10	Rank based on range within module and level of sampling defined under Program design. When considering biological, bycatch or recreational funding, rank according priority matrices.
Biological Sampling	0 – 10	
Bycatch/Species Interactions	0 – 6	
Social and Economic	0 – 4	
Data Delivery Plan	+ 2	Additional points if a data delivery plan to Program is supplied and defined within the proposal.

<b>Project Quality Factors</b>	<b>Point Range</b>	<b>Description of Ranking Consideration</b>
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Impact on stock assessment	0 – 3	Rank based on the level of data collection that leads to new or greatly improved stock assessments.

<b>Other Factors</b>	<b>Point Range</b>	<b>Description of Ranking Consideration</b>
Innovative	0 – 3	Rank based on new technology, methodology, financial savings, etc.
Properly Prepared	-1 – 1	Meets requirements as specified in funding decision document Step 2b and Guidelines
Merit	0 – 3	Ranked based on subjective worthiness



# Biological Sampling Priority Matrix

Created in February 2023  
For FY2024

*Our vision is to be the principal source of fisheries-dependent information  
on the Atlantic coast through the cooperation of all program partners.*

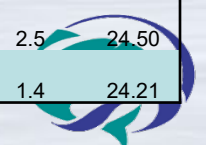
# Biological Review Panel Recommends:

- Species in the upper 25% of the priority matrix should be considered for funding.
- Sampling projects which cover multiple species within the upper 25% are highly recommended.



# Biological Review Panel Recommendations Based on Matrix:

Species	Overfished		Overfishing		Most Recent Stock Assessment	Current/Next Stock Assessment	Council Priority	ASMFC Priority	State Priority	NMFS Priority	Fishery Managed	Sig. change in landings w/in 24 mo	Sig. change in mgmt w/in 24 mo	Adequacy of level of sampling	Stock Resilience	Seasonality of Fishery	Average Priority	TOTAL
	N: MA	N:SA	N: MA	N:SA														
<b>Black Sea Bass</b> <i>Centropristis striata</i>	N: MA	N:SA	N: MA	N:SA	2021	2023	5	5	3.6	5	5	3	5	4	3	1	4.5	39.57
<b>Red Grouper</b> <i>Epinephelus morio</i>	Y		Y		2017	2023	5	0	1.1	5	3	3	4	3	4	3	2.8	31.07
<b>Tilefish</b> <i>Lopholatilus chamaeleonticeps</i>	N: MA	N:SA	N: MA	Y:SA	2021	2024	5	0	1.9	4	5	1	3	3	4	3	2.8	29.86
<b>Snowy Grouper</b> <i>Epinephelus niveatus</i>	Y		N		2020	2026	5	0	0.9	5	3	1	3	3	5	3	2.8	28.93
<b>American Shad</b> <i>Alosa sapidissima/mediocris</i>	D		U		2020		0	3	3.8	0	5	3	1	4	5	3	2.2	27.79
<b>Atlantic Menhaden</b> <i>Brevoortia tyrannus</i>	N		N		2022	2025	0	5	3.1	3	5	1	3	3	3	1	2.8	27.14
<b>Cobia</b> <i>Rachycentron canadum</i>	N		N		2020	2025	1	5	1.6	4	3	1	1	4	3	3	3.1	26.57
<b>River Herring</b> <i>Alosa</i>	D		U		2017	2023	0	4	3.4	0	5	3	0	4	4	3	2.3	26.36
<b>Spanish Mackerel</b> <i>Scomberomorus maculatus</i>	N		N		2020	2022	5	2	1.2	4	3	1	2	3	2	3	3.0	26.21
<b>Atlantic halibut</b> <i>Hippoglossus hippoglossus</i>	Y		N		2022	2024	4	0	1.2	1	3	3	1	4	5	3	2.0	25.21
<b>Blueline Tilefish</b> <i>Caulolatilus microps</i>	U		U		2017	2024	3	0	1.1	5	3	1	3	3	3	3	2.4	25.07
<b>Finetooth Shark</b> <i>Carcharhinus isodon</i>	N		N		2007		0	1	1.1	3	5	5	1	3	3	3	1.6	25.07
<b>Gray Triggerfish</b> <i>Balistes capriscus</i>	U		U		2023	2024	5	0	1.0	4	3	1	3	3	2	3	2.6	25.00
<b>Bluefin Tuna</b> <i>Thunnus thynnus</i>	E/M: U; W:U		E/M: N; W:N		E/M: 2017; W: 2021	E/M: 2022; W: TBD	0	0	1.9	5	5	1	5	3	3	1	2.0	24.86
<b>Gag Grouper</b> <i>Mycteroperca microlepis</i>	N		N		2021	2025	5	0	0.9	5	3	1	0	3	4	3	2.8	24.86
<b>Vermilion Snapper</b> <i>Rhomboplites aurorubens</i>	N		N		2018	2028	5	0	0.8	4	3	3	3	2	3	1	2.4	24.79
<b>American Lobster</b> <i>Homarus americanus</i>	N: GOM/GB SNE		D: N: GOM/GB SNE		2020	2025	0	5	2.7	0	3	1	5	3	4	1	2.1	24.71
<b>Spiny Dogfish</b> <i>Squalus acanthias</i>	N		N		2022	2026	0	3	2.6	2	5	3	1	2	5	1	1.9	24.64
<b>Red Snapper</b> <i>Lutjanus campechanus</i>	Y		Y		2021	2026	5		0.6	5	3	1	1	1	5	3	2.9	24.57
<b>American Eel</b> <i>Anguilla rostrata</i>	D		U		2017	2022	0	5	3.5	0	5	1	0	4	5	1	2.5	24.50
<b>Shortfin Mako Shark</b> <i>Isurus oxyrinchus</i>	Y		Y		2019	2024	0	1	1.2	3	5	3	5	2	3	1	1.4	24.21



# Biological Sampling Priority Matrix

- Grouping of species in upper 25% of total matrix score, based on sampling adequacy and average priority (average of ASMFC, Council, NMFS and State priorities).
- Projects that target multiple upper quartile species should be given a higher priority.

		Biological Sampling Adequacy	
		Adequate ( 0 - 2 )	Inadequate ( 3 - 5 )
Averaged Priority Columns	High ( $\geq 3.0$ )		<b>Black Sea Bass - Cobia - Spanish Mackerel</b>
	Low ( $< 3.0$ )	<b>Red Snapper - Shortfin Mako Shark - Spiny Dogfish - Vermillion Snapper</b>	<b>American Eel - American Lobster - American Shad - Atlantic Halibut - Atlantic Menhaden - Bluefin Tuna - Blueline Tilefish - Finetooth Shark - Gag Grouper - Gray Triggerfish - Red Grouper - River Herring - Snowy Grouper - Tilefish</b>





# Bycatch Sampling Priority Matrix

Created in February 2023  
For FY 2024

*Our vision is to be the principal source of fisheries-dependent information  
on the Atlantic coast through the cooperation of all program partners.*



# Top Quartile of Bycatch Matrix Suggestions

Combined Fleets	Sig. Change in mgmt w/in past 36 mo	Amt of reg discards	Amt of non reg discards	Prot Spp Interactions	Score
Mid-Atlantic Gillnet	3	4	2	5	14
New England American lobster Pots	3	4	1	5	13
Mid-Atlantic American lobster Pots	3	4	1	5	13
South Atlantic shrimp Trawl	1	4	2	5	12
South Atlantic Deep Water shrimp Trawl	3	4	2	3	12
New England Otter Trawl	3	4	2	3	12
Mid-Atlantic Pound Net	1	4	2	5	12
Pelagic H&L Fleet (North)	3	4	1	3	11
Snapper grouper H&L Fleet	3	4	1	3	11
New England Gillnet	3	2	1	5	11
New England Extra-Large-Mesh Gillnet	0	4	2	5	11
Mid-Atlantic Small-Mesh Otter Trawl, Bottom	1	4	1	5	11
Mid-Atlantic Large-Mesh Otter Trawl, Bottom	3	2	1	5	11
Mid-Atlantic Fish Pots and Traps	3	4	1	3	11
South Atlantic Large Mesh Gillnet	0	4	2	5	11
Southeastern, Atlantic and Gulf of Mexico HMS Pelagic Longline	1	4	1	5	11
Mid-Atlantic Dredge, Other	1	4	1	5	11
New England Crab Pots	3	2	1	5	11
Southeastern, Atlantic and Gulf of Mexico HMS Shark Bottom Longline	0	4	1	5	10





# Atlantic Coastal Cooperative Statistics Program

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## **ACCSP Funding Prioritization of the Recreational Technical Committee**

*April 2023*

The Recreational Technical Committee determines that recreational data collection priorities for inclusion in ACCSP's annual request for proposals (RFP) and also guides the allocation of resources for NOAA Fisheries' NOAA Fisheries' Marine Recreational Information Program (MRIP). The prioritized list of data needs, which were reviewed and approved by the ACCSP Coordinating Council and approved by MRIP, is provided below:

- 1. Improved precision (PSE) and presentation of MRIP estimates**
- 2. Comprehensive for-hire data collection and monitoring**
- 3. Improved recreational fishery discard and release data**
- 4. Improved timeliness of MRIP recreational catch and harvest estimates**
- 5. Biological sampling for recreational fisheries separate from MRIP**
- 6. Improved in-season monitoring**

*Our vision is to produce dependable and timely marine fishery statistics for Atlantic coast fisheries that are collected, processed, and disseminated according to common standards agreed upon by all program partners.*

# SOCIOLOGICAL AND ECONOMIC DATA

The Committee on Economics and Social Sciences (CESS) developed a list of priority socioeconomic data elements for coastwide collection. The list is not exhaustive; it represents key elements that can serve as a baseline of fundamental socioeconomic information to support management decisions. The list of priority data elements includes:

1. Trip-level information (to be collected through voluntary or mandatory reporting, for all or a subset of participants)
2. Data elements for an owner/operator survey (to be collected through an annual or semiannual survey)\*

The CESS identified these priority data elements with the understanding that data would be collected in the aforementioned methods and would be linked to other ACCSP data through identifiers. Alternative collection methods or the inability to link data with identifiers may require changes to the priority data elements list in order to ensure the utility of the data.

Note: Priorities for standalone surveys will differ from the priorities identified below due to their distinct methodologies and inability to leverage other ACCSP data. The CESS should be consulted when identifying data elements for standalone socioeconomic surveys to ensure their utility and, where practical, consistency across studies.

\*The ACCSP recognizes the analytic value of collecting the data elements below. We recommend that partners be aware of and take into account the reporting burden to industry, the sensitivity and at times confidentiality of socioeconomic information, and other relevant perspectives when determining which data elements to collect and set as optional or mandatory.

## A. COMMERCIAL FISHERIES

**Table 1:  
TRIP LEVEL INFORMATION**

DATA ELEMENT	DESCRIPTION / CRITERIA
<b>Trip Information</b>	
<b>Vessel Identifier</b>	-Unique vessel identifier (e.g., US Coast Guard, state registration number, etc.) -These identifiers must be trackable through time and space.
<b>Trip Identifier</b>	- Unique identifier assigned to the trip
<b>Labor Cost Information</b>	
<b>Total Crew Cost</b>	- Total monetary amount that was given to the crew for this trip

<b>Total Captain Cost (If other than owner)</b>	- Total monetary amount that was given to the captain for this trip
<b>Owner Share</b>	- Total monetary amount the vessel (or permit) owner received for this trip
<b>Other Trip Cost Information</b>	
<b>Fuel &amp; Oil Costs</b>	- Cost for all fuel and oil used on this trip
<b>Bait Costs</b>	- Cost for all bait used on this trip
<b>Ice Costs</b>	- Cost for all ice used on this trip
<b>Grocery Costs</b>	- Cost for all groceries used on this trip
<b>Miscellaneous Costs</b>	- Cost of any other expenses specific to this trip (not including wages, overhead, or fixed costs) E.g., offloading/non-crew labor costs, packaging costs, etc.

**Table 2:  
DATA ELEMENTS FOR OWNER/OPERATOR SURVEY**

<b>DATA ELEMENT</b>	<b>DESCRIPTION / CRITERIA</b>
<b>Vessel Identification*</b>	-Unique vessel identifier (e.g., US Coast Guard, state registration number, etc.) -These identifiers must be trackable through time and space.
<b>Fishermen Identification</b>	-Unique ACCSP Identifier for fishermen
<b>Labor Cost Information</b>	
<b>Crew Payment System</b>	- Code to identify crew & captain payment system (e.g. share system, per day, per trip)
<b>Percentage Share Crew</b>	- Percentage share to crew (if applicable)
<b>Percentage Share Captain</b>	- Percentage share to captain (if applicable)
<b>Percentage Share Boat/Owner</b>	- Percentage share to boat/owner (if applicable)
<b>Crew Wages</b>	- Average crew wages for the year (crew payment system indicates whether by hour, trip, day, etc.) (if applicable)
<b>Captain Wages</b>	- Average captain wages for the year (crew payment system indicates whether by hour, trip, day, etc.) (if applicable)
<b>Annual Costs (Most Recent Year)</b>	
<b>Labor costs (captain and crew not in household)</b>	- Total costs of labor for captain and crew outside the owner/operator's household
<b>Labor costs (to people within owner/operator household)</b>	- Total costs of labor for captain and crew within the owner/operator's household
<b>Annual Insurance Costs</b>	- Hull, health, protection and indemnity, mortgage, etc.
<b>Dockage</b>	- Total cost for vessel dockage, home port and transient dockage
<b>Loan Payments</b>	- Principal and interest
<b>New Gear/ Equipment</b>	- Total cost of new gear or equipment acquired
<b>Repairs &amp; Maintenance</b>	- Total cost of repairs & maintenance of vessel and gear that were conducted in the previous year
<b>Permits &amp; Licenses</b>	- Total cost of fishing permits / licenses for the previous year

<b>Leased Quota Cost</b>	- Total cost of leased quota for the previous year
<b>Other Professional Expenses</b>	- Professional expenses not otherwise itemized
<b>Demographic Information</b>	
<b>Household Size</b>	- # of individuals in the household (including respondent)
<b>Employment Status</b>	- Current employment status (e.g., employed fulltime, part-time, unemployed, retired, etc.)
<b>Education</b>	- Highest level of education completed
<b>Marital/Cohabital Status</b>	- Current marital or cohabital status of respondent
<b>Age</b>	- Age of the respondent
<b>Gender</b>	- Gender of the respondent
<b>Ethnicity</b>	- Ethnic background
<b>Total Annual Household Income</b>	- Total annual household income
<b>Number of Household Individuals Involved in Commercial Fishing</b>	- Total number of household individuals involved in commercial fishing (including respondent)
<b>Percent of Annual Household Income from Commercial Fishing</b>	- Percent of household income that is generated through commercial fishing or support activities
<b>County of Residence</b>	- County of residence
<b>Years in Community</b>	- Years in county of residence
<b>Fishing Activity Information</b>	
<b>Fishermen status</b>	- Fishermen status (e.g. full time, part time, not actively fishing)
<b>Years in Commercial Fishing</b>	- Number of years participating in commercial fishery
<b>Permits held</b>	- fishing permits held (by permit type)
<b>Permit use</b>	- Were all permits used within the last year
<b>Reason for Latency</b>	- Reason for not using permit within the last year
<b>Primary Species Landed by Month</b>	- Primary species landed by month
<b>Primary Gears Used by Month</b>	- Primary gears used by month

\*Vessel Identifier is needed to link trip-level data to survey results



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This list includes dates for fiscal year 2024, including ACCSP committee meetings, relevant dates of the funding cycle, as well as meetings or conferences ACCSP typically attends or which may be of interest to our partners. If you have any questions or comments on this calendar, please do not hesitate to contact the ACCSP staff at [info@accsp.org](mailto:info@accsp.org).


Jan 23- Jan 25:	ASMFC Meeting – Arlington, VA
Jan 30- Feb 1:	NEFMC Meeting – Portsmouth, NH
Jan 31:	2023 FHTS Training– Webinar
Feb 6:	Biological Review Panel Annual Meeting – Webinar
Feb 7:	Bycatch Prioritization Committee Annual Meeting –Webinar
Feb 6-7:	MAFMC Council Meeting- Arlington, VA
Feb 13-14:	APAIS North Atlantic Training- Providence, RI
Feb 27-28:	APAIS South Atlantic Training- Raleigh, NC
Mar 1:	Start of ACCSP FY24
Mar 4-8:	SAFMC Meeting – Jekyll Island, GA
Mar 6:	Commercial Technical Committee Annual Meeting – Webinar
Mar 7:	Information Systems Committee Annual Meeting – Webinar
Mar 20-21:	Recreational Technical Committee Meeting – Crystal City, VA
<b>Apr 1:</b>	Operations and Advisory Committees Spring Meeting – Webinar
Apr 9-10:	MAFMC Meeting – Atlantic City
Apr 16-18:	NEFMC Meeting – Mystic, CT
<b>Apr 29-May2:</b>	ASMFC/Coordinating Council Meeting – Arlington, VA
<b>May 6:</b>	ACCSP issues request for proposals
Jun 4-6:	MAFMC Meeting – Riverhead, NY
Jun 10-14:	SAFMC Meeting – Daytona Beach Shores, FL
<b>Jun 17:</b>	Initial proposals are due
<b>Jun 24:</b>	Initial proposals are distributed to Operations and Advisory Committees
Jun 25-27:	NEFMC Meeting – Freeport, ME
<b>July 5:</b>	Any initial written comments on proposals due
<b>Week of Jul 8:</b>	Review of initial proposals by Operations and Advisory Committees – Webinar
<b>July 17:</b>	If applicable, any revised written comments due
<b>Week of Jul 22:</b>	Feedback submitted to principal investigators
Aug 5 -Aug 8:	ASMFC Meeting – Arlington, VA
Aug 12-15:	MAFMC Meeting – Philadelphia, PA

Aug 19:	Revised proposals due
Aug 26:	Revised proposals distributed to Operations and Advisory Committees
Week of Sep 2:	Ranking exercise for Advisors and Operations Members – Webinar
Sep 16-20:	SAFMC Meeting – Charleston, SC
Sep 24-25:	Annual Advisors/Operations Committee Joint Meeting (in-person; location TBD)
Sep 24-26:	NEFMC Meeting – Plymouth, MA
Oct 8-10:	MAFMC Meeting – New York, NY
Oct 21-24:	ASMFC Annual Meeting/Coordinating Council Meeting – Annapolis, MD
Dec 2-6:	SAFMC Meeting – Wrightsville Beach, NC
Dec 3-6:	NEFMC Meeting – Newport, RI
Dec 9-12:	MAFMC Meeting – Annapolis, MD

**Appendix B: Ranking Criteria Spreadsheet for Maintenance and New Projects**

**Ranking Guide – Maintenance Projects:**

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Other Factors	Point Range	Description of Ranking Consideration
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Merit	0 – 3	Ranked based on subjective worthiness

**Ranking Guide – Maintenance Projects: (to be used only if funding available exceeds total Maintenance funding requested)**

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Improvement in data quality/quantity/timeliness	0 – 4	1 = Maintain minimum level of needed data collections    4 = Improvements in data collection reflecting 100% of related module as defined within the Program design. Metadata is provided and defined within proposal if applicable.
Potential secondary module as a by-product (In program priority order)	0 – 3 0 – 3 0 – 3 0 – 1	Ranked based on additional module data collection and level of collection as defined within the Program design of individual module.
Impact on stock assessment	0 – 3	Rank based on the level of data collection that leads to new or greatly improved stock assessments.

<b>Other Factors</b>	<b>Point Range</b>	<b>Description of Ranking Consideration</b>
Innovative	0 – 3	Rank based on new technology, methodology, financial savings, etc.
Properly Prepared	-1 – 1	Meets requirements as specified in funding decision document Step 2b and Guidelines
Merit	0 – 3	Ranked based on subjective worthiness